



CONTRACTOR SAFETY ORIENTATION

Instructions:

The Contractor Safety Orientation has been developed in conjunction with the *Contractor Safety Program* and includes contractor requirements.

The *Contractor Safety Orientation* must be completed by all Contractors and Prime Contractors (including the owner representative and all contractor employees) **PRIOR TO WORKING** on any University of Lethbridge worksite.

When the U of L is the Prime Contractor, the Prime Contractor and the University Contact are synonymous.

1. Prior to commencing work, the University Contact (UC) must:
 - i) Conduct a Start-up Meeting with the Contractor/Prime Contractor.
 - ii) Provide the Contractor/Prime Contractor with a site-specific safety orientation by reviewing the items in this checklist.
 - iii) Ensure that hazard assessments are reviewed by all workers.
2. Checking YES means the item is required and provided by the prime contractor.
3. Checking N/A means the item is not applicable to the scope of work.
4. Review and sign off

Note: All persons entering the work area (including visitors, employees and subcontractors) must receive a safety orientation. It is the University Contact's responsibility to ensure that the University of Lethbridge Orientation is valid.

Once completed and signed by the University Contact and the Contractor/Prime Contractor, it can serve as documentation that proper orientation has taken place.

Project Name/Location:

Prime Contractor:

1	WORKERS COMPENSATION	Yes (✓)
	<p>The Contractor must demonstrate that their Workers Compensation is up to date and if applicable must demonstrate personal coverage. A WCB Clearance Letter must be provided by the contractor. The Prime Contractor must also supply all sub-contractors' WCB certificate of clearance to the University Contact. These records are to be retained on the project file. This may also be obtained by the University Contact through the WCB website</p>	

2	INSURANCE REQUIREMENTS	Yes (✓)
	<p>Certificate of Insurance must be received and include:</p> <ul style="list-style-type: none"> • Comprehensive General Liability, inclusive of non-owned auto liability with limits of no less than \$5M • Automobile Liability with limits of no less than \$2M for light utility and private passenger vehicles and \$5M for larger vehicles • Professional Liability insurance with limits of no less than \$5M for contractors whose services may include professional consulting. • The University reserves the right to request higher limits of insurance and additional insurance coverage dependent upon the scope and complexity of the project. • The University of Lethbridge must be added as additionally insured • The University of Lethbridge must be named as certificate holder • The Certificate of Insurance must include a 30 day notification of cancellation • For more information, contact Risk and Insurance 	

3	HAZARD ASSESSMENT	Yes (✓)
	<p>The University pre-project hazard assessment must be completed and reviewed with the Prime Contractor a minimum of 24 hours prior to the project commencement to identify hazards and review remedial measures.</p> <p>When the U of L is Prime Contractor, <i>all</i> hazards, including site-specific hazards encountered by the contractor must be identified in a hazard assessment. The frequency of assessments shall be determined by the Prime Contractor/Owner and take into consideration the complexity and duration of the project. Workers must be involved in and notified of the results of the assessments as per Part 2 of the OHS Code.</p> <p>Field level hazards assessments are required to be completed and reviewed by all workers prior to beginning construction at a work site, at reasonable practicable intervals, when a new work process is introduced, when a work process or operation changes, or before the construction of significant additions or alterations to a work site.</p> <p>Hazard assessments must be available upon request of the University Contact.</p>	

4	WORKING ALONE	Yes (✓)
	<p>Part 28 of the Alberta Occupational Health and Safety Code requires employers to assess their workplace and take preventative measures that eliminate or minimize hazards associated with working alone.</p>	

5	WORKPLACE VIOLENCE & HARASSMENT	Yes (✓)
	Workplace violence is considered a hazard under Alberta’s Occupational Health and Safety legislation. The University of Lethbridge is committed to promoting a violence-free workplace. Any act of work place violence is unacceptable and will not be tolerated. All reports of incidents of workplace violence will be investigated.	
6	ACCIDENT/INCIDENT/NEAR MISS REPORTING AND INVESTIGATION	Yes (✓)
	All accidents/Incidents and near misses must be reported as soon as possible to the University Contact who will complete a Campus Accident/Incident Report (CAIR) and an Incident Investigation Report . Confidentiality will be maintained.	
7	REPORTING UNSAFE ACTS OR UNSAFE CONDITIONS	Yes (✓)
	A contractor/worker who believes that an unsafe or harmful work site condition or act exists or has occurred must report it to the University Contact or supervisor to take action to address the situation.	
8	RIGHT TO REFUSE DANGEROUS WORK	Yes (✓)
	<p>Part 4 in the current Occupational Health and Safety Act (1) states, “... a worker may refuse to work or to do particular work at a work site if the worker believes on reasonable grounds that there is a dangerous condition at the work site or that the work constitutes a danger to the worker’s health and safety or to the health and safety of another worker or another person.”</p> <p>(2) A worker who refuses to work or to do particular work under subsection (1) shall promptly report the refusal and the reasons for it to the worker’s employer or supervisor or to another person designated by the employer or supervisor.</p> <p>The employer shall conduct an investigation and shall take any action necessary to remedy any dangerous condition, or ensure that such action is taken.</p>	
9	TRAINING/CERTIFICATION AND ORIENTATION	Yes (✓)
	<p>All persons entering the work area must be given a site-specific safety orientation. All persons entering the work area must be appropriately qualified, competent or fully supervised.</p> <p>Certifications/training documentation must be requested and verified.</p>	

10	EMERGENCY PREPAREDNESS AND RESPONSE	Yes (✓)
	<p>The University Contact will supply all Contractors with a copy of the University of Lethbridge site-specific evacuation plan and emergency phone numbers.</p> <p>Contractors must submit emergency telephone numbers to the Prime Contractor. The numbers supplied must function 24 hours/day. This information must be recorded on the Emergency Contact List and a copy provided to the Contractor.</p> <p>The Emergency Contact List must be posted in a prominent place on the job site.</p> <p>In the event of a site evacuation, Contractors and their employees, shall immediately stop operations, secure the area, and proceed to the assembly point shown on the Emergency Evacuation Plan. The worksite is not to be re-entered until notification is provided via radio or an all clear@ bell is sounded. The Emergency Evacuation Plan is attached.</p> <p>If a serious medical emergency is encountered, Contractor, and/or employees shall immediately call 9-1-1. Campus Security must then be notified of the situation (403-329-2345). Security Representatives are trained in First Aid and may be able to assist until EMS arrives.</p>	

11	FIRST AID	Yes (✓)
	<p>The Prime Contractor has the obligation to ensure that, under Section 178 of the Occupational Health and Safety (OHS) Code, required first aid services, equipment and supplies are available at the work site.</p>	

12	FIRE EXTINGUISHERS	Yes (✓)
	<p>If fire extinguishers are necessary, the extinguisher will be provided by the Contractor. The fire extinguisher shall be the type suitable for the area and job requirements.</p>	

13	SMOKING/VAPING	Yes (✓)
	<p>The University is a smoke free environment; smoking and vaping is permitted outside of buildings <i>in designated areas</i> and 10 metres away from doors and any openable window.</p>	

14	HOUSEKEEPING	Yes (✓)
	Good housekeeping practices must be followed at all times on all University work sites. Walkways and fire exits must be kept clear of stored materials, and all work sites must be left in a clean orderly fashion by the contractor at the end of each work day. Upon completion of the job, a broom clean-up is required. Work cannot adversely affect any common area accessible by the public.	
15	EQUIPMENT AND TOOLS	Yes (✓)
	All equipment and tools required to complete a task must be in good condition, rated for the job at hand, and be supplied by the Contractor. Any equipment that is faulty or in disrepair must be removed immediately and repaired. All electrical equipment supplied by the contractor must have ground fault protection in accordance with CSA standards .	
16	INSPECTIONS	Yes (✓)
	Inspections of the work area will be conducted, as appropriate, dependent upon the scope of work and level of risk by the University Contact and/or the Prime Contractor.	
17	JOB PROCEDURES	Yes (✓)
	<p>Safe work practices must be completed for any task exposed to critical hazards. The safe work practices must be reviewed by the Contractor and the Prime Contractor at least 24 hours prior to the commencement of the job.</p> <p>SPECIFIC PROCEDURES, CODES OF PRACTICE (review all that apply; note that this is not an exhaustive list):</p> <ul style="list-style-type: none"> • Confined Space • Asbestos/Mould Abatement • Cranes & Rigging • Roof Access • Fall Protection Plan • Ground Disturbance • Respiratory Protective Equipment • Hot Work Procedures • Lock-out/Tag Out • Site Signage/Public Notice • Working Alone • Traffic Accommodation Plan • Working During A Pandemic • Other: _____ 	

18	PERSONAL PROTECTIVE EQUIPMENT	Yes (✓)
	<p>Protective clothing and equipment shall be worn as identified in the hazard assessment(s) and/or as per review of the (Material) Safety Data Sheet. Protective clothing and equipment shall be worn when indicated by regulatory and University of Lethbridge requirements or as per review of Material Safety Data Sheet (MSDS) and physical hazards, and shall be supplied by the Contractor. General minimum requirements for workers or visitors are as follows:</p> <ul style="list-style-type: none"> • Eye protection: safety glasses, goggles, face shields are to be worn if there is any danger or potential danger to the eyes. • Safety Boots: six or eight inch high boot with green triangle visible to outside of right boot. Boots must have a steel toe cap and depending on the job may also require a steel puncture resistant sole. • Hard Hats: All hats must be CSA Class B or ANSI approved. Hats must not have drilled holes, deep scratches or defacing characteristics. Suspension must be intact and worn the correct way. Hard hats must not be worn backwards. • Fall Protection: Fall restraint or fall arrest protection and a fall protection plan is required where a fall of 10' or more is possible. • Respiratory Protection: Respiratory protective equipment must be worn for the specific task or hazard. Check the MSDS for specifics. The use of respiratory protective devices is mandatory when the worker is exposed to a hazard known to cause respiratory dysfunctions. Workers must be instructed in the proper fitting, use, cleansing, and storage procedures for all reusable masks, as well as disposable masks. • Hearing Protection: Plugs or head-set type hearing protectors for high noise levels or prolonged noise exposure must be worn if the conditions warrant. All hearing protection must be CSA approved. • Protective Clothing: All workers must wear t-shirts with sleeves at least 4" in length. No muscle shirts, mesh shirts nor are tank tops permissible. T-shirts cannot have offensive writing. All workers must wear long pants. 	

19	COMMUNICATION/NOTIFICATION	Yes (✓)
	<p>Worksite Safety meetings (Start-up Meetings, Tool Box Meetings, Site Visits) will be held to discuss the work to be performed and to ensure that all personnel participating understand: the requirements and potential occupational health, safety and environmental hazards of the job, that the necessary safety and environmental precautions will be taken, and that all required safety and environmental equipment is available.</p> <p>The Contractor shall cooperate with the University Contact in the conduct of these meetings. Permanent records of the meetings will be maintained and copies provided to the University Contact and/or Prime Contractor as part of the project file. The frequency of the safety meetings will be at least weekly, and more often as required.</p> <p>Campus buildings include classrooms and laboratories where staff and students work and study, as well as residences and where students live. The University Contact will: review the Campus Schedule to ensure no events or exams are taking place; schedule work to be completed after hours, weekends or during quieter times, if possible; advise affected parties of any potential disruptions; and post a notice on the University Notice Board, if required.</p>	

20	WORK IN LABORATORIES	Yes (✓)	N/A (✓)
	A laboratory tour should be conducted by the University Contact and Safety Services as part of the pre-project hazard assessment due to the higher hazard potential. A “Clearance to Work in Laboratories” must be completed prior to commencing work in a laboratory. The University Contact will coordinate this with Safety Services, University stakeholders and the contractor/service provider.		

21	CHEMICAL HANDLING/EXPOSURE (WHMIS)	Yes (✓)	N/A (✓)
	If hazardous products will be used, the appropriate Safety Data Sheets (SDS) and proof of WHMIS training must be provided to the University Contact. Appropriate controls must be used to effectively mitigate the hazardous properties of these products.		

22	CHEMICAL RELEASE	Yes (✓)	N/A (✓)
	<p>If the Prime Contractor, Contractor, sub-contractor or service provider cause a chemical release while performing their operations at the worksite they must immediately secure the area, call Security at 403-329-2345, warn bystanders of the situation, and attempt to clear the area of all personnel. The University Contact must be advised as soon as possible and be provided with a completed Incident Investigation Report. The University Contact is required to complete and submit a Campus Accident Incident Investigation Report (CAIR), an Incident Investigation Report, and the Prime Contractor’s Incident Investigation Report to Safety Services.</p> <p>The Prime Contractor’s Safety Management System must work in unison with the University’s procedures with respect to chemical releases.</p>		

23	HAZARDOUS WASTE	Yes (✓)	N/A (✓)
	Any hazardous wastes produced as a result of the work performed by the Contractor shall be the property of the Contractor. The Contractor shall ensure that hazardous wastes are properly packaged, labeled and disposed of in accordance with all applicable regulations and guidelines.		

24	TRANSPORTATION OF DANGEROUS GOODS (TDG)	Yes (✓)	N/A (✓)
	Contractors must ensure they comply with the requirements specified in statutes regarding TDG.		

25	OVERHEAD WORK	Yes (✓)	N/A (✓)
	<p>When working overhead, the area below shall be restricted with fencing (non-climbable when possible) or other equivalent measures taken to protect the public, property as well as workers on the worksite. Signs warning of overhead work shall be conspicuously posted, as authorized by the University Contact (or the Prime Contractor in consultation with the University Contact), In addition, an observer and any other safety measures as determined by the University Contact shall be stationed to warn persons in the vicinity. The observer will be supplied by the Prime Contractor, contractor, sub-contractor, or service provider.</p>		

26	EXCESSIVE NOISE AND/OR VIBRATION	Yes (✓)	N/A (✓)
	<p>Campus buildings include classrooms and laboratories where staff and students work and study, as well as residences and where students live. Excessive noise and/or vibration can be extremely disruptive. Review the Campus Schedule to ensure no events or exams are taking place and schedule work to be completed after hours, weekends or during quieter times, if possible.</p>		

27	CONTROL OF DUST AND FUGITIVE EMISSIONS VENTILATION/HVAC REQUIREMENTS:	Yes (✓)	N/A (✓)
	<p>The Prime Contractor and their employees shall ensure that all operations involving the production of vapors, mists, and dusts (carpet gluing, painting, grinding, sanding, and containments for mould/asbestos removal, etc.) shall address ventilation requirements to ensure acceptable air quality levels at the worksite and area. Construction equipment is to be kept an acceptable distance away from all building air intake units to prevent unnecessary fumes from being circulated throughout the interior of the buildings.</p> <p>The Prime Contractor and their employees will discuss the specific ventilation needs (such as closing off existing ventilation systems or provision of exhaust fans) with the University Contact. If deemed necessary by the University Contact, a written procedure will be requested from the Prime Contractor. Any ventilation system work requires the approval of the University Utilities Department. The University Contact is to confirm the impact of work activities with Facility Operations and Maintenance.</p> <p>An emission control plan shall be included in the Site Specific Safety Plan (SSSP).</p>		

28	CEILING TILES	Yes (✓)	N/A (✓)
	Ceiling tiles may need to be removed to conduct work and damaged tiles need to be removed and replaced; however, it is imperative that these are replaced as soon as possible . Ceiling tiles possess fire stop properties and missing tiles may also impact the HVAC system (the ceiling space may be used for the return air system). Damaged tiles must be immediately replaced and tiles removed for work purposes must be replaced as soon as work is complete, or at the end of every work shift . Contact Facilities for direction and advice.		

29	WORKING NEAR THE TUNNEL OR BREEZEWAY	Yes (✓)	N/A (✓)
	If working near or above the tunnel or near/on the Breezeway, weight restrictions will apply. Contact Facilities for further information and approval for working in these areas.		

30	CONFINED/RESTRICTED SPACE	Yes (✓)	N/A (✓)
	When accessing confined/restricted spaces on Campus , the University Contact must advise Facilities and Security prior to the work taking place. Contractors shall have their own Confined Space Code of Practice and have developed safe work practices and procedures for their employees when performing work in a confined space and restricted spaces. Contractors shall provide copies of their Confined Space Code of Practice and employee safe work practices and procedures for working in confined spaces to the University Contact for review. They must also be familiar with the University of Lethbridge <i>Confined Space Code of Practice</i> and applicable Health and Safety legislation. If there is variance between the contractor and the University's expectations, the most stringent shall apply.		

31	WORKING AT HEIGHTS - FALL PROTECTION	Yes (✓)	N/A (✓)
	A fall protection plan needs to be developed if a worker may fall <i>3 metres or more</i> and is <i>not protected by guardrails</i> . If a plan is required, it must be available (and reviewed with the workers) at the work site prior to working at heights. For access to Campus building roofs, contact Facilities for more information on the Roof Access Procedure.		

32	ROOF ACCESS	Yes (✓)	N/A (✓)
	If roof access is required, contact Facilities for Roof Access Procedures and keys. A fall protection plan needs to be developed if a worker may fall <i>3 metres or more</i> and is <i>not protected by guardrails</i> . If a plan is required, it must be available (and reviewed with the workers) at the work site prior to working at heights.		

33	EQUIPMENT INSTALLATION/BUILDING RESTRICTIONS	Yes (✓)	N/A (✓)
	Prior to any purchases or installations of equipment, contact Facilities, Campus Planning , to discuss equipment requirements and possible building restrictions (i.e. floor loading, electrical, HVAC) in the installation area.		

34	FIRE DAMPERS AND FIRE STOP	Yes (✓)	N/A (✓)
	Lines, cables, conduit, etc. must not be run through fire dampers. Openings created by cutting, drilling, coring etc. must be sealed with approved fire stop materials, in accordance with the AB Fire Code Division B, Section 2.2. Fire Separations.		

35	LEAD BASED PAINT AND COATINGS	Yes (✓)	N/A (✓)
	At no time will paint and coatings be disturbed until the surface has been tested to ensure that the lead content is less than 50% by weight. When testing is required the University will complete the testing.		

36	ASBESTOS OR MOLD REMEDIATION	Yes (✓)	N/A (✓)
	If presence of asbestos or mold is suspected, work shall be stopped <i>immediately</i> and the University Contact and Prime Contractor notified. No asbestos or mold removal work is to be performed except by certified workers. Any damage to asbestos containing materials must be reported to the University Contact or Prime Contractor immediately. The University Contact is required to submit a Campus Accident Incident Report - CAIR report. The University Contact will coordinate remediation work with Facilities and Campus Safety following the University of Lethbridge Asbestos Management Plan and Mold Remediation Plan (currently under review).		

37	ILLUMINATION	Yes (✓)	N/A (✓)
	Illumination at a work site must be sufficient to enable the work to be done safely. Is emergency back-up lighting available? Are lights protected (caged) in worker traffic areas?		

38	BUILDING MANAGEMENT SYSTEM (BMS) – SYSTEMS INTERFACE	Yes (✓)	N/A (✓)
	Prior to undertaking any work involving or affecting the building operation systems, the Prime Contractor must contact the University Utilities Department to ensure that necessary arrangements are made to building controls.		

39	LOCK-OUT/TAG-OUT – ENERGY ISOLATION (SHUT DOWN NOTICE/PROCESS)	Yes (✓)	N/A (✓)
	Prime Contractors must have and follow acceptable lock-out/tag-out procedures which meet legislative and regulatory requirements. The University Contact will provide the Prime Contractor with a copy of the University’s Lock-out/Tag-out procedures. It is the responsibility of the Prime Contractor to notify the University Contact as well as appropriate department(s) (e.g. Facilities) within the University when implementing their lock-out/tag-out procedures. The Prime Contractor will advise the contractor and commit the personnel for lock out/tag out procedures.		

40	I.T./TELECOMMUNICATIONS	Yes (✓)	N/A (✓)
	Prior to undertaking any work involving or affecting IT and/or Telecommunications, the Prime Contractor must contact the University Facilities Department .		

41	LIFE SAFETY & FIRE SUPPRESSION SYSTEMS	Yes (✓)	N/A (✓)
	<p>The Prime Contractor and their employees shall ensure that all operations involving the production of vapors, mists, and dusts do not disturb the fire alarms and smoke detectors. If there is a chance that the work being completed may affect these systems, it is the responsibility of the Prime Contractor to contact the University Contact who will either make arrangement to lock out the system for the duration of the work or provide the Prime Contractor with temporary caps to place over the alarm sensors.</p> <p>PROTECTIVE CAPS MUST BE REMOVED AT THE END OF EACH DAY. In the event the alarm is sounded due to dusts, mists or vapors caused by the Prime Contractor or their sub-contractors, and the Lethbridge Fire Department is dispatched, the Prime Contractor will be responsible for ALL financial penalties issued.</p>		

42	HOT WORK PERMIT	Yes (✓)	N/A (✓)
	Prime Contractors and their employees shall adhere to the University’s hot work permit procedures. If hot work is involved, the Prime Contractor must contact the University Facilities Department (Utilities) to request a hot work permit prior to commencing work.		

43	RED TAG PERMIT	Yes (✓)	N/A (✓)
	Prior to any work involving modification, additions, isolation and removal of the fire suppression system (i.e. building sprinkler system) the Prime Contractor must contact the University Facilities (Utilities) Department. The permit system must be carried out in accordance with the University’s Red Tag procedure at the Start-up Orientation Meeting.		

44	GROUND DISTURBANCE	Yes (✓)	N/A (✓)
	The ground cannot be disturbed until the buried facilities have been marked and workers are aware of the line locate marks. The Prime Contractor must contact the University of Lethbridge Facilities (Grounds) Department 24 hours prior to commencement of work involving ground disturbance. They will locate and identify underground utilities.		

45	ELECTRICAL WORK	Yes (✓)	N/A (✓)
	Prior to any work involving modification, additions, isolation and removal of electrical systems, the Prime Contractor must contact the University Facilities (Utilities) Department.		

46	ELEVATED PLATFORMS (SCISSOR LIFT, AERIAL PLATFORMS, CRANES, SCAFFOLDS, ETC.)	Yes (✓)	N/A (✓)
	Part 23 of the Alberta Occupational Health and Safety Code sets out requirements for Scaffolds and Temporary Work Platforms. Safe work procedures must be developed, workers must be trained, equipment maintained and certified		

47	CRANES, HOISTS AND LIFTING DEVICES	Yes (✓)	N/A (✓)
	Part 6 of the Alberta Occupational Health and Safety Code sets out requirements for Cranes, Hoists and Lifting Devices. Safe Work Procedures must be developed, workers must be trained, equipment maintained and certified.		

48	SITE-SPECIFIC SAFETY PLAN (SSSP)	Yes (✓)	N/A (✓)
	Alberta's OHS Act outlines the obligations of the Prime Contractor to establish and maintain a system or process for ensuring compliance at the worksite with the OHS Act and other applicable legislation. The Prime Contractor shall submit to the University Contact prior to work commencing, a SSSP they will implement on the project. Each SSSP must be tailored specifically to the project being conducted. The level of detail within each SSSP should commensurate with the size, complexity and risk level of the construction project. A hazard assessment is included as part of a SSSP. When the UofL is Prime Contractor, the University Contact shall complete the SSSP.		

49	VERBAL, WRITTEN, GONE	Yes (✓)	N/A (✓)
	<p>The University has a progressive warning policy for offenders of the Occupational Health and Safety Act and Regulations and/or the University Safety Policies. Any individual who does not comply with the Regulations and/or the University Safety Policies shall:</p> <ul style="list-style-type: none"> • For the first offence receive a verbal warning. • For the second offence receive a written warning. A copy of the warning will be sent to the Supervisor and Campus Safety. • For the third offence be suspended from the job. 		
50	SITE LOGISTICS	Yes (✓)	N/A (✓)
	The contractor must advise the University Contact to make arrangements for deliveries, laydown areas, equipment storage areas, and job trailer sites if required. The University Contact shall contact Facilities to make any necessary arrangements.		
51	WASHROOMS/LUNCH ROOMS	Yes (✓)	N/A (✓)
	Contractors and their employees shall be oriented to locations of washroom and any available lunch room facilities.		
52	KEYS/ACCESS CARDS	Yes (✓)	N/A (✓)
	The University Contact will contact Facilities to have keys issued to the contractor/ external service provider for the work area, if required.		
53	PARKING	Yes (✓)	N/A (✓)
	Parking is only allowed in designated parking stalls. Parking is not allowed in fire lanes, loading docks or zones (except when unloading), service stalls, along road ways or no parking zones). Contact Parking Services for a parking permit, if required.		
54	COVID-19	Yes (✓)	N/A (✓)
	<p>Mandatory External Service Provider Health Check Questionnaire</p> <p>Working on Campus Registry</p> <p>Hand Hygiene Practices</p> <p>Maintain Physical Distancing</p> <p>Practice Respiratory Etiquette</p> <p>Minimize sharing of items, tools and equipment as much as possible</p>		

55	OTHER	Yes (✓)	N/A (✓)

CONTRACTOR REQUIREMENTS & ORIENTATION ACKNOWLEDGEMENT	
I acknowledge that the Contractor Requirements and General Orientation have been reviewed with me. I understand and accept the responsibilities required of me in accordance with the Alberta Occupational Health and Safety Act, Regulation and Code and the University of Lethbridge.	
Worker/Contractor Acknowledgement	
Print Name	Signature
Supervisor/Project Manager/University Contact Acknowledgment	
Print Name	Signature

Original: Contractor
Copy: Project file

Related Documents and Forms

[UofL Contractor Safety Program](#)

Contractor Safety Standard

Contractor Prequalification Application

Pre-Job Planning Checklist

Emergency Contact List (Project Directory)

Site Specific Safety Plan

Prime Contractor Requirements/Agreement

COVID-19 Service Provider Health Check Questionnaire

Campus Safety-Safety Services	Version #: V7	May 20, 2020
-------------------------------	---------------	--------------