



**Responsibility and Accountability for Health and Safety – Contractor**

Contractor responsibilities include:

- Reporting to work “fit for duty” and/or notifying their direct supervisor of any mental or physical conditions that may impact the performance of their assigned work tasks;
- Ensuring that their direct reports are “fit for duty” as related to their assigned tasks;
- Insisting on safe performance throughout their operations by ensuring subcontractors and employees are competent to do their work properly and are aware of their responsibilities and accountabilities;
- Ensuring that an effective health and safety program is in place or that they work to the standards of the City of Lloydminster’s Safety Management System;
- Ensuring that their safety programs and operations personnel comply with contractual and regulatory requirements;
- Providing the time and resources required to enable subcontractors and employees to conduct their activities safely;
- Identifying and correcting physical and psychological hazards, unsafe work conditions, and unsafe acts;
- Ensuring that appropriate and well-maintained equipment is available and utilized to perform the work activity;
- Ensuring that all incidents are reported and investigated, and that corrective action is taken to prevent a recurrence;
- Ensuring that workers are informed about job hazards and are prepared to deal with any site-specific hazards on the work site;
- Ensuring that workers are aware of Duty to Refuse Unsafe Work legislation;
- Ensuring that personal protective equipment (PPE) is readily available at the work site, correctly used, stored, maintained, and replaced when necessary; and
- Providing proof of WCB coverage, and maintaining coverage, for the province in which work is being completed.

\_\_\_\_\_  
Contractor Company Name

\_\_\_\_\_  
Contractor - Representative’s Printed Name and Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Lloydminster - Hiring Representative’s  
Printed Name and Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Lloydminster - Manager, Health, Safety & Wellness  
Printed Name and Signature

\_\_\_\_\_  
Date

**Copy to be sent to Safety**