

## Sample Form: *The Farm* Contractor Safety Responsibilities

### *The Farm's* Policy Overview:

All workers, while working at *The Farm*, must accept safety as a personal responsibility. Everyone is expected to develop and maintain a safe working environment by recognizing unsafe acts and unsafe conditions, and taking the necessary corrective action.

It is the responsibility of each worker to be aware of and follow all provincial laws dealing with occupational health and safety at all times and comply with the applicable laws as a minimum.

ENGLISH is the working language on this farm site. All signs, standard operating practices, rules, policies and verbal instructions will be provided in English. It is essential that all workers on site are able to communicate and understand written and verbal messages in order to ensure the safety of themselves, others and the farm itself.

### Workers' Primary Responsibilities:

1) ABILITY - Before proceeding with any task, an employee shall satisfy themselves that they can perform the work without injury. If they are assigned work they feel unable to perform, they will alert the supervisor of the work to be done.

2) UNDERSTANDING - Before starting a job, each employee shall thoroughly understand their part in it and the safety rules that apply to the task to be performed.

3) TAKING CHANCES - Under no circumstances shall safety be sacrificed for speed. Do not be pressured by lack of time, authority or for any other reason. "Cut corners" are too often shortcuts to possible incidents, accidents and injuries.

Workers shall be aware of changing conditions and always be careful to place themselves in a safe and secure position. Each worker is responsible for his/her own safety.

## Contractor Checklist

I have discussed and understand the following health and safety issues and will fulfill my responsibilities as a service provider to *The Farm*.

- Safety Responsibilities
- Site Specific - Area Hazards (e.g. mobile equipment, combustibles, chemicals)
  - Washrooms
  - Lunchroom
  - First Aid Facilities
  - Restricted Areas
  - Nearest Telephone
  - Fire Protection
- Safety Hazards – Identification
  - Communication and Reporting
- Incident Notification – “Near Miss”
  - Personal Injury
  - Property Damage
- Incident/Accident Investigation
- Work Authorization – Hot Work
  - Confined Space
  - Cold Work
  - Working at Heights
  - Lockout/Tagout
- Emergency Response Plan – Meeting Areas (muster points)
  - Injury/Illness
  - Warning Signals
- Housekeeping Expectations
- Personal Protective Equipment Expectations
- The Farm’s* Guidelines – Alcohol and Drugs
  - Firearms

- Smoking
- Violence
- Discipline
- Mobile Equipment
- General Safety Rules
- Check in/Checkout, Vehicle Parking
- Refusal of Unsafe Work

Should a contractor or their employee(s) not agree to follow these expectations, or cannot or will not use appropriate safety equipment, they will not be allowed to continue work on this site.

Signed by: \_\_\_\_\_

On behalf of: \_\_\_\_\_ (service provider)

Date: \_\_\_\_\_