



How To Keep Contractors Safe

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TOPIC: How To Keep Contractors Safe

Who Are Contractors?

Contractors work in a variety of occupations on a job site, so it is important to know who they are. Some examples might include:

- Delivery truck drivers
- Maintenance workers
- Inspectors
- HVAC workers
- Plumbers

Be Aware

- When you know your contractors, their work locations, and job functions, you can best determine ways to keep them safe.
- Appoint a direct contact person to interact with contractors.

Keep Contractors Prepared

- Ensure your contractors have completed all levels of necessary training customized to the work they will perform.
- Verify that each contractor knows all state, company, and Occupational Safety and Health Administration (OSHA) policies and procedures before beginning work.
- Be sure to include contractors in weekly safety meetings.

Discussion Date: _____

Employee Participants:

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