APPENDIX G

Contractor Safety Inspection Checklist

(When the University is Prime Contractor or there is no assigned Prime Contractor)

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| --- | --- | --- | --- |
| **Project** | Click or tap here to enter text. | **Contractor** | Click or tap here to enter text. |
| **Location** | Click or tap here to enter text. | **Inspection Date/Time** | Click or tap here to enter text. |

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| --- | --- |
| **University of Calgary Representative Conducting Inspection** | Click or tap here to enter text. |

**Instruction:** Place ✔ mark on item that is acceptable. Place **X** mark on items with deficiency and provide details in COMMENTS section. Place **NA** on item not applicable. Reprint page 2 for additional deficiency details as required.

**Note:** Safety compliance is not limited to the list of Inspection Criteria. Applicable University Safety Standards, Industry Standards and Legislations will be considered on other safety hazards at the job site.

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| **Status** | **Inspection Criteria** |  | **Status** | **Inspection Criteria** |
| ✔ or **X** | 1. Company Orientation & University (CASP) Safety Orientation completed?
 |  | ✔ or **X** | **15**. Fire extinguisher & first aid kit, available and inspected? |
| ✔ or **X** | 1. Field Level Hazard Assessment completed?
 |  | ✔ or **X** | **16**. Power tools, cords, and plugs in good condition? |
| ✔ or **X** | 1. Field Level Hazard Assessment signed by workers?
 |  | ✔ or **X** | **17**. Tools and equipment safety guards in place? |
| ✔ or **X** | 1. Contractor following or meets the requirement of applicable EHS safety program? (e.g. Fall Protection, Powered Mobile Equipment, Confined Space Entry)
 |  | ✔ or **X** | **18**. Powered Mobile Equipment inspection completed? |
| ✔ or **X** | 1. Are workers aware of Emergency Response Plan?
 |  | ✔ or **X** | **19**. Have any required work permits been obtained and posted at all entrances? (e.g. Hot Works, Ground Disturbance, Confined Space) |
| ✔ or **X** | **6**. Do workers have knowledge of assembly point, muster point and first aid stations? |  | ✔ or **X** | **20**. Appropriate work site signage in place – PPE required? Hazards such as noise, dust, floor openings? |
| ✔ or **X** | **7**. Worksite perimeter identified? Access to worksite controlled? |  | ✔ or **X** | **21**. Ladders in good condition, used safely? |
| ✔ or **X** | **8**. Appropriate PPE (Personal Protective Equipment) being used? |  | ✔ or **X** | **22**. Worksite properly illuminated? |
| ✔ or **X** | **9**. Adequate PPE present for work such as face shields for grinding and cutting? |  | ✔ or **X** | **23**. Are energy sources, isolated and tagged as per Control Of Hazardous Energy program?  |
| ✔ or **X** | **10**. Walkways and stairs are clear of materials & debris? |  | ✔ or **X** | **24**. Scaffolding in good condition, with tags/permit? |
| ✔ or **X** | **11.** Protection of the public – Barriers in place? |  | ✔ or **X** | **25**. Laydown or storage area neat and orderly? |
| ✔ or **X** | **12**. Fabrication and work areas clean and orderly? |  | ✔ or **X** | **26**. Appropriate controls to environmental hazards (spills, runoff, spoil piles, etc)? |
| ✔ or **X** | **13**. WHMIS Safety data sheets available and chemicals appropriately labelled? |  | ✔ or **X** | **27**. Dangerous goods (compressed gases, fuels, etc.) adequately stored? |
| ✔ or **X** | **14**. Locates clearly marked? |  | ✔ or **X** | **28**. Adequate access to water/restroom facilities? |

**Contractor Site Safety Inspection**

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| COMMENTS |
| **Item Deficiency Details** | **Responsibility** | **Completion Date** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Remarks / Observation:**Click or tap here to enter text. |

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| --- | --- | --- | --- |
| **Representative** | **Name** | **Signature** | **Date** |
| **Contractor** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **University of Calgary** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **University of Calgary Manager** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |