



# Toolbox Safety Talks

## Contractors

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- 1)** What are the hazards involved with outside contractors?
  - a. They are not familiar with your operations and may pose a hazard to everyone on site including themselves
  
- 2)** What hazards should you recognize?
  - a. Who is on site
    - i. Delivery truck drivers
    - ii. Maintenance workers
    - iii. Inspectors
    - iv. HVAC workers
    - v. Plumbers
  - b. Where are they working
  - c. Training
  
- 3)** What safe practices should be used when working around contractors?
  - a. When you know your contractors, their work locations, and job functions, you can best determine ways to keep them safe
  - b. Appoint a direct contact person to interact with contractors
  - c. Ensure your contractors have completed all levels of necessary training customized to the work they will perform
  - d. Verify that each contractor knows all state, company, and OSHA/MSHA policies and procedures before beginning work
  - e. Be sure to include contractors in weekly safety meetings
  - f. Make sure you obtain proof of insurance from all contractors
  
- 4)** Do any of our contractors on site appear to need additional site training?
- 5)** Are any of our contractors posing a hazard to our company and employees?
- 6)** Is there a way to improve contractor safety awareness?
- 7)** Has anyone had an accident or near-miss due to a contractor?
- 8)** Can someone explain our procedures for reporting a problem with a contractor?



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**Make Time for Safety, Everyday!** – Yes, production is important, *but the focus must be on Safe Production!* Keep that in the back of your mind. Don't take risky chances and stay out of harm's way. Nobody goes to work thinking *'I'm going to get hurt or killed on the job, today!'* But every day 15,000-17,000 workers suffer disabling injuries on the job and another 11-17 are killed. ***What are you doing to make sure it doesn't happen on your shift?***

***Keep stoking the fire; we can't let the 'Safety Train' run out of steam!***

**Date Presented:** \_\_\_\_\_

**Presented By:** \_\_\_\_\_

### Attendance Sheet
