

Toolbox Safety Talks

Contractors

- 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

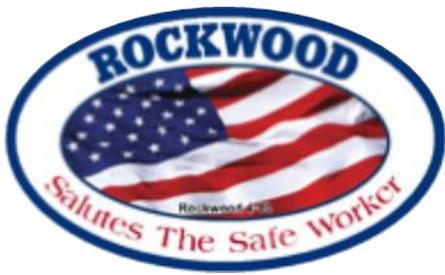
- 2) What hazards should you recognize?
 - a. Who is on site
 - i. Delivery truck drivers
 - ii. Maintenance workers
 - iii. Inspectors
 - iv. HVAC workers
 - v. Plumbers
 - b. Where are they working
 - c. Training

- 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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Toolbox Safety Talks

Contractors

Date Presented: _____

Presented By: _____

Attendance Sheet

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