



NORTH DAKOTA GRAIN DEALERS ASSOCIATION
SAFETY & HEALTH PROGRAM

CONTRACTOR SAFETY GUIDELINES

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1. All Contractor personnel will follow the Facility's safety regulations, procedures, and guidelines. These will be reviewed with you prior to starting any work in or around the Facility complex.
2. The Contractor and his employees will be shown the Facility's Emergency Action Plan, which includes all emergency evacuation routes and procedures. If the Contractor's employees change for any reason, the Contractor will notify the Facility Manager and new employees coming on the Facility grounds will be shown the Emergency Action Plan prior to starting work.
3. Contractor will designate a Foreman or Supervisor that will maintain a constant watch over all of his employees and will maintain a high degree of safety for them throughout their presence on Facility property.
4. Absolutely **NO SMOKING** is permitted in or around the Facility property except in posted, designated smoking areas.
5. Contractor personnel are **NOT** permitted in any part of the Facility beyond their designated work area(s) without the proper authorization from the Facility Manager.
6. The Contractor's work schedule will be fully coordinated with the Facility's normal daily work schedule as determined by the Facility Manager.
7. Any change(s) in the construction method(s) or schedule(s) requires prior approval of the Facility Manager.
8. Welding, cutting, or other hot work is **NOT** permitted in the Facility except under special circumstances. In those cases, the Contractor **MUST** obtain a **Hot Work Permit** signed by the Facility Manager or his designated representative.
9. All electrical equipment (and tools) used inside the Facility must be appropriate for the job, and be U.L., F.M. or OSHA listed for the location in which they are used
10. The Contractor **must** have approval to use and/or store Hazardous Materials, including solvents and other flammable materials. The Contractor must also provide the Facility Manager with the appropriate Material Safety Data Sheets (MSDS), for any such Hazardous Materials brought on the premises.
11. **ALL DEBRIS CONNECTED WITH THE WORK BEING PERFORMED MUST BE CLEANED UP AND REMOVED DAILY, OR ON ANOTHER SCHEDULE AS AGREED TO BY ELEVATOR MANAGEMENT.**
12. All guards and covers removed from any machinery being worked on must be replaced immediately upon completion of the work.
13. All tools, equipment, ladders, and vehicles belonging to the Contractor must be stored in a safe manner (or location) at the end of each work day. The Contractor **WILL** inspect the work area(s) to be sure it remains in a safe condition. **NO EXCEPTIONS.**

I have been informed of the above safety information and understand what I have read and signed.

Signature: _____
Contractor

Signature: _____
Elevator Manager

Elevator/Location: _____

Date: _____

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