



Contracted and Self-Employed Persons Acknowledgement Form

Project: _____ Manager: _____

Employer: Park West School Division Subcontractor: _____

Prime Contractor: _____ Meeting Date: _____

To promote project safety and compliance with the Workplace Safety and Health Act, we're providing you with Park West School Division WS&H program package. Please review the information as it applies to this project and ensure you're Job Superintendents, on-site supervisors, workers and any of your sub-contractors are made aware of and review the information that outlines safe work practices on Park West School Division Projects.

The information presented below, contained in the Park West School Division WS&H policy package and/or being discussed and presented at this meeting is not intended to be all-inclusive. It is your responsibility, as an employer and/or supervisor, to become familiar with and comply with all legislation and safe work practices applicable to the work being performed.

It is your responsibility to be aware of and comply with Manitoba's Workplace Safety & Health Act W21 0 and Regulations. Some of the key sections are outlined below. Copies can be obtained from Manitoba Labour, Workplace Safety & Health Division.

Section 4 of the WPS&H Act, Duties of Employers, outlines your responsibilities to maintain safe facilities, equipment, and tools and to provide competent supervision, safety orientation and training to workers.

Section 4.1 of the WPS&H Act, Duties of Supervisors, outlines your supervisors' duties to;

- i. Take all precautions necessary to protect workers.
- ii. Ensure workers work in a safe manner.
- iii. Use all safety devices and personal protective equipment required to ensure worker safety.
- iv. Advise workers under their supervision of all known or reasonable foreseen risks.

Section 7 of the WPS&H Act outlines the Duties of a Prime Contractor, Contractor, Owner and Supplier. Please review these requirements and ensure you are complying with the duties that are applicable to you and to this Project.

Section 7.4 of the WPS&H Act outlines your responsibility as an employer to establish a written Workplace Safety and Health Program if you employ 20 or more workers. If you haven't already provided the Park West School Division with a copy of your Program, please provide a copy by _____ (Insert Date)

Manitoba Regulation 217/2006 part 2 outlines your responsibility to report serious injuries to Manitoba Labour, WPS&H Division. The Department's Project Supervisor is to be notified of all serious injuries that are reported to WPS&H Division.

Manitoba Regulation 217/2006 part 5 outlines your first aid responsibilities for the project.

Manitoba Regulation 217/2006 part 6 outlines some of the personal protective equipment requirements for the project (ex. Hard Hats, Safety Boots, and Traffic Vests)



Manitoba Regulation 217/2006 part 14 outline your responsibilities for providing fall arrest/restraint systems, rescue equipment, guard rails, worker training etc.

Manitoba Regulation 217/2006 part 15 outlines your responsibilities for confined space operations. If applicable to this project, please provide a Confined Space Entry Plan .

Manitoba Regulation 217/2006 part 23 outlines your responsibilities for providing and maintaining certified hoisting equipment.

Manitoba Regulation 217/2006 part 25 outlines your responsibilities while working in the vicinity of overhead electrical lines.

Manitoba Regulation 217/2006 part 26 outlines your responsibilities for excavation operations.

Manitoba Regulation 217/2006 part 28 outlines your responsibilities respecting scaffolding on the project.

Manitoba Regulation 217/2006 part 35 (WHMIS), outlines your responsibilities regarding the storage, labeling and use of hazardous products.

You are responsible for obtaining all the required permits for this project. (Excavation permit and utility clearances such as telephone, hydra, gas, railway, etc)

Manitoba Dangerous Goods Handling and Transportation Act, Manitoba Regulation 439/87 and the Federal Transportation of Dangerous Goods Act & Regulations outlines your responsibilities related to the handling, transportation and control of dangerous goods.

Other Issues Discussed:

Example: Have Tailgate meeting on first day of project

Supervisor of Maintenance Signature

Contracted Employer's Signature