This is a form to be completed by the Contract Manager outlining the work to be performed and all known pre-existing hazards. Upon the selection of a Contractor, a Pre-award meeting will be held with both parties to discuss actions required to eliminate or control all known hazards prior starting any work.

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| --- |
| **CITY CONTRACT MANAGER TO COMPLETE THIS SECTION** |
| City Contract Manager: **Jarett Hayes** |
| Contract / Project (name & number): **91050 -** **AHF Façade**  |
| Date of Pre-award Meeting: |
| Multiple Contractors on site: Yes / No | Prime Contractor Identified: Yes / No |
| Name of Contractor (Prime): |
| Prime Contractor Workplace Safety Coordinator Name: |
| Project Start Date: | Length of Project: |
| Project Location: |
| Notice of Project Required (*OHSR 20.2*) | ❒ Yes | ❒ No |
| **Description of Work:** |
| *Remove existing decorative Building Façade including structural steel support* |
|  |
|  |
| **List of All Known Pre-Existing Hazards:** |
| Removal of structural elements, bird feces, mould, asbestos containing materials to be demolished,  |
|  |
|  |
|  |
| **Hazards:** |
| * Asbestos, Lead, Silica, Mould
* Biohazardous Materials

❒ Toxic Gases  | ❒ Confined Spaces❒ Electrical Hazards/ Lockout * Traffic
 | * + Working at Heights

❒ Flammable Materials ❒ Excavation over 4 feet |
| **Safety Documentation Submission Request**Depending on the hazard, the following documents are to be submitted by the Contractor: ❒ Task specific hazard identification and risk assessment(s) and related safe work procedure(s)❒ Site safety plan (e.g. first aid procedures, spill response, etc.)❒ Training program/recordsPlease see flowchart at the back for examples of documents that may be requested.  |
| **CONTRACTOR TO COMPLETE THIS SECTION** |
| **The Contractor Must:*** Communicate hazards to anyone who may be affected
* Be compliant with the *Workers Compensation Act* and *Occupational Health and Safety Regulation*
* Ensure that all workers are trained and competent to perform the duties for which they have been assigned
 |
| Contractor Representative (Prime): |  | Date: |  |
| Contract Manager: |  | Date: |  |

 **EXAMPLES OF DOCUMENTATIONS FOR SUBMISSION**
Below are examples of potential pre-existing workplace hazards and applicable health and safety documentations, but not limited to, that may be required for submission. The Contractor must ensure all work is performed without necessary risk and in compliance with the *Workers Compensation Act* and *Occupational Health and Safety Regulation*. Contractors are to inspect worksites to ensure accordance with WorkSafeBC requirements.

|  |  |
| --- | --- |
| ❒ **Asbestos, Lead and Silica** * Exposure control plan
* Hazard identification and risk assessments
* Safe work procedures (e.g. Asbestos Containing Pipe Cutting)
* Training records, fit testing records

❒ **Biohazardous Materials and Toxic Gases (e.g. Ammonia, ozone, Chlorine, etc.)*** Exposure control plans
* Hazard identification and risk assessments
* Safe work procedures
* Training records, fit testing records

**❒ Confined Space*** Hazard identification and risk assessments
* Entry permits
* Entry and rescue safe work procedures
* Training records

**❒ Electrical Hazards / Lockout*** Hazard identification and risk assessments
* High voltage electrical equipment: safe work procedures, PPE list
* Lockout safe work procedures (single or group)
* Training records
 | ❒ **Excavations*** Hazard identification and risk assessments
* Safe work procedures
* Training records

**❒ Traffic*** Hazard identification and risk assessments
* Training records

**❒ Working At Heights*** Fall protection system or site specific fall protection plan
* Site specific safe work procedures
* Training records

❒ **Other:** *Manual Falling* * Tree climbing plan
* Training records

*Noise, Vibration and Temperature Exposure (e.g. heat/cold stress)* * Noise-hearing conservation program / exposure control plans
* Hazard identification and risk assessments

*Working Alone** Hazard identification and risk assessments
* Check in procedures
 |

**Notice of Project Form**

Before starting work activity on certain projects, owners, prime contractors, and/or employers are required by the Occupational Health and Safety Regulation to send WorkSafeBC written notice. You can do this online their Notice of Project (NOP) form. Determine if a Notice of Project is necessary on WorkSafeBC’s website under the *Occupational Health and Safety Regulation* Section 20.2.