|  |  |
| --- | --- |
| Subcontractor Company’s Name: |  |
| Contractor Competent Person:  |  | Sign  |  | Date:  |  |

Subcontractor’s Competent Person must check off items and sign their name on the bottom of the form and turn in to Superintendent.

**Safe Work Policies & Practices**

|  |  |  |
| --- | --- | --- |
| **No** | **Item** | **Completed** |
| 1. | Review and give copy of Samet SSSP  | [x] [ ]   |
| 2. | Review requirements and times for jobsite orientation | [ ]  [x]   |
| 3. | Review PPE policy and any additional in SSSP | [ ]  [x]   |
| 4. | Review jobsite Emergency Action plan and contacts. | [ ]  [x]   |
| 5. | Review Housekeeping agreement | [ ]  [x]   |
| 6. | Review Disciplinary policy | [ ]  [x]   |
| 7. | Review Subcontractor Training/Inspection/Inspection/Certification |[ ]

**Permits and Inspections**

|  |  |  |
| --- | --- | --- |
| **No** | **Item** | **Completed** |
| 1. | Has sub SSSP been submitted and reviewed (including SDS’s & Hazcom Plan)?  | [x] [ ]   |
| 2. | Distribute, train & review Samet PTP & 2 Minute drill | [ ]  [x]   |
| 3. | Review jobsite permit requirements, i.e. Hot work, LOTO, Excavation, Confined space | [ ]  [x]   |
| 4. | Review weekly toolbox talk requirement | [ ]  [x]   |
| 5. | Review jobsite safety inspection form | [ ]  [x]   |
| 6. | Site utility contractor must submit mechanized inspection forms weekly | [ ]  [x]   |
| 7. | Verify all underground utilities are located, either via NC811 or private locate | [ ]  [x]   |

**Competent, Qualified & Certified**

|  |  |  |
| --- | --- | --- |
| **No** | **Item** | **Completed** |
| 1. | Collect & review all employee training certifications | [x] [ ]   |
| 2. | Collect copies & review all operator licenses for forklifts & aerial lifts | [ ]  [x]   |