

## **Contractor Health & Safety Requirements Prior to Working at St. Boniface Hospital**

### **Outline**

Below is a list of Health and Safety requirements for all contractors performing work at St. Boniface Hospital. For any questions, please contact Occupational Health & Safety (OH&S) @ 204-237-2439.

### **1. Safety Orientation**

Contractors (including all sub-trades) are required to attend the St. Boniface Hospital contractor safety orientation provided by OH&S. This safety orientation is comprised of three parts:

- Safety;
  - The Personal Health Information Act (PHIA); and
  - Infection Prevention & Control (IPC)
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- **All Workers** must attend the safety orientation prior to commencing work at St. Boniface Hospital.
  - The safety orientation duration is 1.5 hours and is valid for 1 year.
  - The Capital Planning Project Administrators will make arrangements with OH&S to coordinate the training.
    - Standard time slots for the safety orientations are scheduled on the 1<sup>st</sup> Thursday of every month at 8:00 AM, except for the month of December.
    - Contact OH&S Department @ 204-237-2439 to register.

### **2. Start-up Handout Information Package for Contractors**

- A copy of the St. Boniface Hospital “**Start-up Handout Information Package for Contractors**” will be provided to the Prime Contractor at the Construction Project Start up Meeting.
- This package can also be found at: <http://www.sbgh.mb.ca/contactUs/contractors.html>
  - Please review the package prior to the start of the construction project.

### **3. Construction Projects Confirmation Form**

- The “**Construction Projects Confirmation Form**” must be completed and submitted to the St. Boniface Hospital OH&S Department by e-mailing to [greis@sbgh.mb.ca](mailto:greis@sbgh.mb.ca) or by fax (204-237-2041) **prior** to the Construction Project Start up Meeting.
- This form is located within the St. Boniface Hospital “**Start-up Handout Information Package for Contractors**”.
- WCB coverage must be verified before the construction project starts. The Prime Contractor is responsible to ensure that all sub-contractors and sub-trades complete and submit their own Contractor’s Verification Form.