

DELAWARE COUNTY

| Subject | Effective | Supersedes | This Sheet | Total |
|--------------------------|-----------|------------|------------|-------|
| Contractor Safety Policy | 6/28/2004 | New | 1 | 3 |

1.0 Purpose

This policy has been implemented to promote safety and reduce liability for Delaware County from work performed by contractors.

2.0 Scope

This applies to all contractors including but not limited to construction and other manual labor work, unless specifically exempted.

3.0 Distribution

All officials, departments, and agencies that contract with outside contractors for construction and other manual labor work.

4.0 Definitions

OSHA – Occupational Safety and Health Act

5.0 Policy

Policy Statement

The County depends on the contractor to provide management and daily oversight of all aspects of safety on the job. The County does not usually have involvement in the daily activities of the project(s). To that end, the County relies on and requires that the primary contractor and all sub-contractors to plan for, implement, maintain and comply with all safety requirements as outlined in the Code of Federal Regulations (“OSHA”), any safety requirements of the State of Ohio (Ohio Administrative Code specific safety requirements), local governments, and County policies. Safety of all County employees as well as the contractors and employees of the contractors on County projects is of the highest priority.

As a part of any contract, the primary contractor shall provide sufficient proof in the form of a certificate(s) of insurance or other certified documents that the contractor and all subcontractors to be used have the following insurance coverages:

1. Current and valid certificate of workers’ compensation coverage
2. General liability insurance

The County, in its contracts, as necessitated by the scope of the contract, may require other forms of insurance (e.g. Automobile Liability Insurance, Errors & Omissions Insurance, etc.) and/or that the County also be named as an additional insured or be provided indemnification from liability. The limits of said coverages shall be identified within the specific clauses of the contracts.

Delaware County reserves the right to inspect the contractor's work location, be provided with copies of written safety procedures, policies, and training records upon request, and to require compliance to all federal, state, and local safety and health standards. In exceptional cases, the County reserves the right to require halt in an ongoing project based on observed serious safety concerns.

This policy applies to all activity of the contractor as related to any contract it has with Delaware County.

Responsibility for the implementation of safety and health practices, including training, safety equipment purchase, liability, loss, damages, claims, fines, or other expenses of every character are the responsibility of the contractor and/or subcontractors thereof.

Delaware County reserves the right to qualify or disqualify any contractor from bidding on or acceptance of a contract based on safety performance and further reserves the right to obtain information to be used in the qualifications, including but not limited to, OSHA lost workday rates, Workers' Compensation Experience Modification rates, and OSHA recordable injury rates.

In the event of an accident causing damage to County property and/or injury to County or contractor employee, the contractor shall immediately notify Delaware County and provide a written report to Delaware County within 24 hours. When an injury occurs, the report must include all information required in OSHA Form 101-Supplemental Record of Occupational Injuries/Illnesses.

DELAWARE COUNTY CONTRACTOR REQUIREMENTS

This document is the safety short form and a simple guideline for Contractor's that perform work for Delaware County. The complete rules and regulations can be found in the Safety Officer's Office at 50 Channing Street.

- Hard hats must be worn when required by OSHA.
- Safety glasses required at all times on project site.
- Hearing Protection required when noise level is above 85 dB.
- Hard-soled ankle-high work shoes in good condition are to be worn at all times. Lightweight canvas or tennis shoes are prohibited.
- Safety harnesses or other fall protection is required for all fall exposures above 6 feet. or more.
- No riding on manually propelled scaffolding.
- All scaffolding must be provided with appropriate decking, toeboards, midrails, and handrails when the scaffold is above 10 feet.
- Gasoline shall be stored and transported in labeled, self-closing safety cans. Engines must be shut off when refueling.
- All employee owned tools and extension cords need to be inspected and approved by the Construction Manager prior to use.
- The Construction Manager shall inspect all extension ladders prior to use. All ladders when in place need to extend 3 feet above the working surface and be tied off.
- Extension cords shall be protected from crushing, cuts, and other damages when in well traveled areas.
- Employees shall not operate any machines or equipment unless they are trained and authorized to do so.
- All compressed gas cylinders shall be chained in an upright position to the wall or another stationary object, when not on an approved cart. When in storage, all Fuel gas and acetylene cylinders must be separated by 20 feet or a 5 foot fire-wall with a one-half hour rating.
- Riding on loads, fenders, running boards, sideboards, or gates with legs dangling over the side of trucks will not be tolerated.
- Do not enter an area that has been roped off or barricaded. Unauthorized entry into a barricaded or roped off area is prohibited.
- All accidents involving injuries are to be reported immediately to the Safety Officer at (740) 833-2409 or Contractual Officer.
- All MSDS sheets can be found must be available for review in the Construction Manager's office.

Your signature indicates that you have read and understood the rules that will be enforced by Delaware County.

Signed: _____

Date: _____