

# Port Townsend School District Contractor Safety Checklist

The District requires all contractors and sub-contractors, *prior to commencing work on school district property*, to complete and sign this check-list.

**Brief Description of Work:**

*Prior to commencing work on school district property, contractors and sub-contractors are required to complete and sign this check-list.*

	N/A	Yes	No
I have discussed with the building office and received instructions regarding visitor passes, where to park our vehicles, and site specific safety concerns.			
I have an Accident Prevention Program designed specifically for this project which includes: pedestrian and vehicle traffic control; fencing & signage; student and public safety; materials and equipment storage areas identified; housekeeping controls including garbage and waste disposal and emergency contact information (as applicable).			
None of my employees, subcontractors or other visitors on this job site has been convicted of crimes against children or is registered as a sex offender.			
My employees, sub-contractors and I understand and agree to abide by the School's "no tobacco, drugs or weapons on campus" mandate.			
I will provide notification to the security alarm company, fire department, police department, building inspectors or other authorities as necessary.			
I agree to store all flammable construction materials a minimum of 10' from any structure and to store all flammable liquids off premises or in approved storage cabinets.			
If welding, cutting, grinding, brazing, torch use or other work that may result in sparks, flame or excessive heat is to be done, I agree to obtain a "Hot Works Permit" from the district's facilities department before beginning work.			
If it is necessary to shut off any part of the sprinkler system, I agree to notify the district's facilities department prior to commencing work and again, after the work is completed and the water is turned back on.)			
I understand, prior to commencing work, it is my responsibility be familiar with, and advise my employees and co-workers of, any specific site hazards that might affect our safety and we are to take all necessary precautions. These hazards include, but are not limited to: chemicals (refer to Material Safety Data Sheets); asbestos (refer to AHERA manual); materials containing PCB's; lead based paint; mercury containing items (including florescent lights, thermostats, etc.); confined spaces and unsafe areas.			

**Contractor Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Contractor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_