

LAC+USC MEDICAL CENTER SAFETY POLICY

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Subject: CONTRACTOR RESPONSIBILITIES		Original Issue Date: 1993	Policy # SP 105
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Departments Consulted:	Reviewed & Approved by: (Signature on File) Safety Officer	Approved by: (Signature on File) Director, Facilities Management	

PURPOSE

To ensure that all contractors and their employees work safely within the Medical Center facilities.

POLICY

All contractors shall ensure that their employees are properly trained, equipped, and comply with all safety standards while working at the LAC+USC Medical Center facilities.

PROCEDURE

- Contractors shall provide safety in-service training documents upon request.
- Contractors shall provide and ensure their employees use the proper protective equipment provided to them.
- Contractors shall ensure that their employees are free from communicable disease.
- Contractors shall inform Medical Center management immediately when the employees discover a potential hazard.
- Contractor shall discontinue work if the condition poses a serious threat to employee's health or life.
- Contractors shall inform the area administrator and the project coordinator whenever hazardous material is involved.
- Contractors shall provide Safety Data Sheets (SDS) upon request and have them readily available to their employees while at the work site.
- Contract employees shall be trained in the facility emergency response procedures prior to starting the project.
- Contractors shall comply with the Cal/OSHA Dual Employer Responsibility regulation.

REVIEW/REVISION DATES – 02/99, 11/03, 07/04, 12/07, 12/10, 03/13, 03/16, 03/19, 03/22