



## Checklist

# 5 Easy Steps To Approach Contractor Safety Management

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## Managing contractor safety is a considerable task, and it can be hard to know where to begin.

While firms expect contractors to possess varying levels of experience, training and competence, they often don't anticipate the additional challenges that accompany a contractor's position.

**These five steps will put you on the right track.**



### 01

#### Determine Required Qualifications

**If a contractor's skills don't measure up, they pose a significant risk to themselves and your greater team.**

In addition to determining the required qualifications, firms should assess the particular hazards associated with the jobs they're outsourcing and ensure that safety management systems are in place to manage those hazards.

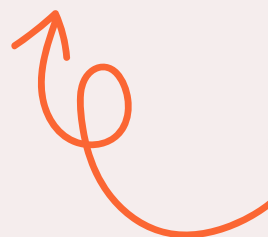
By performing a thorough assessment of the skills, training, qualifications and hazards connected to the job, companies can ensure they've done everything in their power to mitigate the additional risks involved in hiring a contractor.

### 02

#### Establish Performance Agreements

**Before hiring a contractor, make an agreement detailing the duties and responsibilities of the position being outsourced.**

This agreement should clearly establish expectations of the contractor throughout their time in the role.





# 03

## Provide Necessary Training

While your contractors must meet the qualifications required to perform their duties, it's also important to provide them with additional training to make sure they can do the job as effectively as possible.

Even if they have received relevant training prior to securing the job, you can't be sure that training will be specifically applicable to your jobsite and the contractor's exact role.

Of course, this additional training doesn't just apply to their ability to perform their job well; contractors need to understand the safety risks associated with their duties and how the company expects hazards, near misses and incidents to be effectively reported.



# 04

## Monitor Performance and Provide Feedback

Employers should regularly monitor their contractors' performance and ensure that safety requirements are met.

They should also engage in regular dialogue with contractors to ensure that they're engaged in their work, and provide any necessary feedback that could help them improve their performance. If there are any areas in which contractors are not meeting these requirements, your company can then provide additional safety training.

# 05

## Implement a Software Solution

Implementing a software solution can also simplify the process of hiring and onboarding contractors and streamline their management once they're in the door.

Mobile portals, an innovative feature included in some solutions, make administering training and feedback easier and more efficient.

For additional information on contractor safety management, check out our [Contractor Safety Management Software](#)





US

Chicago

+1 (872) 215 5913



UK

London  
Manchester  
Glasgow

+44 (0) 161 521 8490

AU

Melbourne  
Perth

+61 3 8595 5909

# Let's chat

[contact@evotix.com](mailto:contact@evotix.com)

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