

**Workplace and safety tips brought to you by:
Beyond Insurance Brokers Inc.**

DID YOU KNOW?

In 2013, 21 Ontario workers died while working on construction projects.

Nearly half of these fatalities were the result of falls for working at height.



7 Tips to Successfully Manage the Subcontractor Relationship

Beginning work on a new construction project can be stressful, and managing various subcontractors and their teams only adds to the pressure. However, successful construction projects all tend to have the same characteristics. Refresh yourself on these seven tips for establishing a positive and productive relationship with subcontractors.

1. Draft clear and unambiguous subcontracts that include a statement of work for each item to be completed.

2. Integrate all subcontractor efforts into a cohesive project plan.
3. Ensure all subcontractors are aware of where their efforts fit into the overall picture of the project. Develop a master schedule to identify contractual milestones.
4. Document all communication between the primary contractor and the subcontractors, as well as among the subcontractors.
5. Establish a clear procedure by which subcontractors obtain permission prior to beginning any new work.
6. Create and implement a formal team-building process.
7. Assign one person to be the primary point of contact with subcontractors. This person should be responsible for documenting any issues that arise and for providing consistent support to subcontractors.

These practices all contribute to reducing the risk of misunderstandings between contractors and subcontractors and will help projects go smoothly, with minimal concerns or disputes occurring.

Would you like more ideas for how to successfully manage the relationship with subcontractors? Contact Beyond Insurance Brokers Inc. for a copy of our Subcontractor Management Plan.

Ontario Working at Heights Training Program Standard Takes Effect April 1

OHS regulations across the provinces outline various requirements related to fall prevention and to the protection of employees who work at heights. Even so, stories of worker injury and death are heard too often in the news. Ontario is seeking to reduce the incidence of worker injury and fatality by issuing new standards for the training requirements of employees who work at height. Training will include information about ladder safety, proper use of PPE, hazard identification, and worker rights and responsibilities when working at height. The training will be mandatory for all employees who work at height, beginning on April 1, 2015. Employees who have already received training under the current training requirements will have a two-year period during which training under the new requirements must be completed.

The standard currently only applies in Ontario and only to construction projects covered by the Construction Projects Regulation. Consult with legal counsel if you need help determining if the standard applies to your workplace.

Regardless of your location, safety training saves lives. It's important to focus on the content of your training as well as the delivery—this means presenting to employees in a way they can understand and will put to use immediately.

Here are some tips for effectively training employees:

- 1. Enact a plan to train and retrain not only new employees, but also existing employees.** Sometimes lost in the effort to train new workers is the importance of safety training for experienced workers. As a result, accidents among experienced workers are on the rise. Make sure you have training materials and a training schedule for both groups of workers so that all employees are receiving the necessary training.
- 2. Document training.** Consider utilizing a safety management system (SMS). With an SMS, you can easily record safety meeting attendance, update safety communications, maintain employee certifications, track contractor and subcontractor performance, and track safety trends over a given span of time.

Contact Beyond Insurance Brokers Inc. if you'd like additional information about the Ontario Working at Heights Training Standard.

