

## CONTRACTOR SAFETY MANAGEMENT

*“Protect Your People and Projects – Ensure Contractor Safety from Prequalification to Project Closeout.”*

### Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** Face-to-Face & Online Training, In-House Training

### Introduction

Engaging contractors brings unique safety challenges, risks, and regulatory obligations. This course equips safety professionals, project managers, and supervisors with the tools to effectively manage contractor safety across the full lifecycle of engagement—from selection and onboarding to supervision and performance evaluation.

Participants will learn to align contractor safety programs with legal standards, organizational goals, and industry best practices while fostering a culture of shared responsibility and accountability.

### Objectives

- Understand contractor management responsibilities and legal obligations
- Assess and select contractors based on safety performance and capabilities
- Develop and implement contractor safety management systems (CSMS)
- Monitor contractor work for compliance and safety standards
- Conduct audits, toolbox talks, and joint incident investigations
- Improve contractor engagement, training, and communication

## Why Attend

- Minimize safety risks and liabilities from third-party activities
- Ensure compliance with local laws, client requirements, and ISO/OHS standards
- Build safer job sites through consistent contractor oversight
- Protect workers, facilities, and brand reputation
- Strengthen collaboration between host and contractor safety teams

## Target Audience

- HSE officers, managers, and auditors
- Project/site managers and supervisors
- Procurement and contract management teams
- Facility and maintenance managers
- HR and compliance officers
- Contractor coordinators

## Individual Benefits

- Gain practical tools to manage contractor safety on site
- Enhance decision-making for prequalification and evaluation
- Communicate expectations effectively to contractors
- Increase career credentials in HSE and compliance

## Organizational Benefits

- Reduced incidents, claims, and work stoppages
- Stronger legal and regulatory compliance
- Streamlined contractor onboarding and monitoring
- Better performance and accountability from contractors

## Instructional Methodology

- Case studies of real contractor safety failures and successes
- Risk-based learning simulations
- Interactive workshops and templates for CSMS
- Checklists, flowcharts, and sample audit forms
- Video-based safety walkthroughs

## Course Outline

### DETAILED 5-DAY COURSE OUTLINE (CUSTOMIZABLE)

**Training Hours:** 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee Breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

#### Day 1: Introduction & Regulatory Overview

- Module 1: Contractor Safety – Challenges and Trends (07:30 – 09:30)
- Module 2: Legal Responsibilities and Duty of Care (09:45 – 11:15)
- Module 3: Regulatory Standards: ISO 45001, OSHA, and Local Laws (11:30 – 01:00)
- Module 4: Contractor Fatality Case Study & Discussion (02:00 – 03:30)

#### Day 2: Contractor Selection and Prequalification

- Module 1: Prequalification Criteria and Process (07:30 – 09:30)
- Module 2: Reviewing Contractor Safety Records and Systems (09:45 – 11:15)
- Module 3: Risk Assessment for Outsourced Work (11:30 – 01:00)
- Module 4: Workshop – Developing a Prequalification Template (02:00 – 03:30)

#### Day 3: Onboarding and Site Induction

- Module 1: Contractor Safety Orientation Programs (07:30 – 09:30)
- Module 2: Tools for Effective Site Inductions (09:45 – 11:15)
- Module 3: Permits, Access Control, and PPE Requirements (11:30 – 01:00)
- Module 4: Simulation – Conducting a Contractor Induction (02:00 – 03:30)

#### Day 4: Monitoring, Communication & Safety Culture

- Module 1: Daily Oversight and Supervision Techniques (07:30 – 09:30)
- Module 2: Toolbox Talks and Joint Safety Meetings (09:45 – 11:15)
- Module 3: Behavioral Safety and Cultural Alignment (11:30 – 01:00)
- Module 4: Interactive Session – Coaching Contractors in the Field (02:00 – 03:30)

#### Day 5: Evaluating Contractor Safety & Continuous Improvement

- Module 1: Performance Monitoring and KPI Tracking (07:30 – 09:30)
- Module 2: Incident Reporting, Investigation, and Corrective Action (09:45 – 11:15)
- Module 3: Post-Job Evaluations and Lessons Learned (11:30 – 01:00)
- Module 4: Group Capstone – Design a Contractor Safety Plan (02:00 – 03:30)

## Certification

Upon successful completion, participants will receive a Certificate of Completion in Contractor Safety Management, demonstrating mastery in managing third-party worksite safety.

## Why Choose MAWA Events

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