

Definitions

The *Saskatchewan Employment Act* (SEA) describes a contractor as an individual, partnership or group of individuals who direct the activities of one or more employers or self-employed individuals in accordance with one or more contracts.

A prime contractor is the principal contractor who enters into a written agreement with the client to manage the construction phase on projects with more than one contractor.

Contractor Duties

- Plan, manage and monitor the work under their control is being performed in a way that ensures the health and safety of anyone it might affect (including members of the public).
- Ensure all work at a place of employment is sufficiently and competently supervised.
- Comply with any reasonable direction issued by the prime contractor (if applicable) for the purpose of performing his or her duties.
- Ensure workers perform all work in compliance with the SEA and *OHS Regulations, 2020*.
- Provide information regarding the SEA and OHS Regulations and how they relate to the worksite. This information may be posted on a health and safety bulletin board.
- Inform in writing every employer, worker or self-employed person at the place of employment, of:
 - The name of the person supervising the work on behalf of the contractor.
 - Emergency facilities provided by the contractor for the use of the employer's workers or self-employed persons.
 - The existence and means of contacting the occupational health and safety committee (OHC) or representative.

Prime Contractor Duties

- The prime contractor must identify a competent person to oversee and direct the activities of employers, workers and self-employed persons on the worksite.

- The name and contact information for the identified competent person, as well as for the prime contractor, must be posted in a conspicuous location onsite.
- Prepare a written plan that:
 - Identifies the supervisors for the required worksite, including the name and contact information of the person identified to oversee the activities on the worksite.
 - Addresses how safety requirements are met
 - Is delivered to all employers and self-employed persons prior to any work being performed on the worksite
- Ensure all activities that may affect the health and safety of workers or self-employed persons are coordinated.
- Identify and inform employers, workers and self-employed persons about the hazards in or at the worksite. Hazards identified by the prime contractor must be eliminated before and during activities and operations are performed.
- A prime contractor must also ensure that hazards that cannot be eliminated are effectively reduced or controlled by those on the worksite.
- Ensure that all employers and self-employed persons have adequate and appropriate policies, procedures, safe work practices, equipment, competent workers, and information to ensure that:
 - The activities of the employers, workers or self-employed persons comply with any health and safety-related policies and procedures implemented by the prime contractor and Part 3 of the SEA and OHS Regulations.

When a Prime Contractor is Required

OHS Regulations, section 33-2 states that a prime contractor is required on worksites when:

- The worksite contains 10 or more self-employed persons or workers, and they are under the direction of two or more employers.
- They are operating in the following industries: construction (excluding residential sites with less than four units); oil and gas; and forestry or mill operation.