

Job Start Safety Meeting Checklist

Project Title and Contract No.:	Pre-Construction Meeting Date:
Contractor's Name:	Scheduled Project Start Date:
Contractor's Safety Representative:	Contractor's Phone No.: ()
CSUS Safety Representative:	EH&S Phone No.:

	Yes	No	N/A	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazardous Materials Information, relevant to CSUS's involvement with the project, has been provided to the contractor as required by the Hazard Communications Standard, 8 CCR 5194.
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confined space entry requirements have been reviewed with the contractor. The contractor understands that entry requirements in accordance with 8 CCR 5157 are to be followed at all times.
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The contractor has been informed of the required working conditions that are covered by the Process Safety Management (PSM) Standard (8 CCR 5189) and the contractor understands that he/she is obligated to follow CSUS's guidelines regarding PSM projects.
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The contractor has been instructed to provide their employees with the information identified on the "Contractor Safety - Potential Hazard Notification" form and in the contract specifications.
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In accordance with regulatory requirements, the contractor is reminded to maintain written Health and Safety Program(s) at the work location (IIPP, HazCom, Confined Space, etc.). Certified Safety Submittals will be required by CSUS prior to authorizing construction activities to begin.
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The contractor understands that CSUS will provide written notifications of non-compliance for non-compliant safety conditions created by the contractor's operation affecting CSUS or contractor personnel. "Notice of Non-Compliance Conditions" will not be provided for "perceived unsafe conditions" that are inherent to the nature of the work and that do not violate project specifications or OSHA guidelines. The contractor further understands that he/she is obligated to immediately address all non-compliant condition(s).
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The contractor understands that the CSUS Construction Inspector is not a safety professional, and will only provide "Notice of Non-Compliance Conditions" for obvious and serious Non-Compliant conditions affecting CSUS or contractor personnel. The contractor has responsibility for the safety of all individuals (including the CSUS Construction Inspector) who enter into the construction work site.
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contractors are required to operate and maintain their own equipment (safety equipment, etc.). CSUS safety equipment will not be loaned to the contractor.
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The contractor has been given a copy of this checklist and the "Contractor Safety - Potential Hazard Notification" form.

Signed: _____
CSUS Representative

Date: _____

Signed: _____
Contractor's Representative

Date: _____