

**Definitions:**

**External Service Provider:** is an organization or an individual who has agreed to perform work on college property.

**Organization and individual** will be addressed as “I”: An organization acknowledges and attests that their staff have been trained and are aware of Seneca’s OHS policies outlined in the links below and includes any of his/her employees, and any sub-Contractor and his/her employees.

**Term:** Will expire at the end of Seneca’s fiscal year March 31 of each year.

**Attestation**

As an external service provider and the authorized representative of \_\_\_\_\_, I have read and understand Seneca College’s policies and acknowledge full support and cooperation to adhere to these policies. In addition, and where applicable, I acknowledge that as the external service provider, I must ensure compliance with the Occupational Health & Safety Act and Regulations, Workplace Safety and Insurance Act, Environmental Protection Act, Ontario Fire and Electrical Codes, city bylaws, standards (e.g. CSA).

“External Service Providers – Construction Industry”:

I understand my core responsibilities under the Occupational Health & Safety Act which includes, but is not limited to, hiring competent supervisors/subcontractors/employees, providing required training, identifying and properly controlling hazards associated with the contract work, communicating any identified hazards to my employees and/or sub-contractors and providing proper Personal Protection Equipment (PPE). As a contractor, it is also my responsibility to collect, transport and appropriately dispose of any regular or hazardous waste generated as a result of the contracted work as per applicable legislation.

For the purpose of this sign-off sheet a construction contractor carries the responsibilities of Employer and/or “Constructor” under Occupational Health and Safety Act (OHSA) for the protection of their workers and sub-contractors. By signing below, you acknowledge your responsibility as an external service provider, Employer and/or “Constructor” under OHSA to take every precaution reasonable in the circumstances for the protection of your workers and subcontractors and compliance with Seneca’s policies.

I have read and acknowledge each policy, procedure and standard outlined below:

**Mandatory**

<input type="checkbox"/>	Respectful Work Policy <a href="https://www.senecacollege.ca/about/policies/respectful-workplace-policy.html">https://www.senecacollege.ca/about/policies/respectful-workplace-policy.html</a>
<input type="checkbox"/>	Sexual Violence Policy <a href="https://www.senecacollege.ca/about/policies/sexual-violence-policy.html">https://www.senecacollege.ca/about/policies/sexual-violence-policy.html</a>
<input type="checkbox"/>	Campus Access Policy <a href="https://www.senecacollege.ca/about/policies/campus-access-policy.html">https://www.senecacollege.ca/about/policies/campus-access-policy.html</a>
<input type="checkbox"/>	Smoking Restrictions Policy <a href="https://www.senecacollege.ca/about/policies/smoking-restrictions-policy.html">https://www.senecacollege.ca/about/policies/smoking-restrictions-policy.html</a>
<input type="checkbox"/>	Seneca Vaccination Policy <a href="https://www.senecacollege.ca/about/policies/vaccination-policy.html">https://www.senecacollege.ca/about/policies/vaccination-policy.html</a>

<b>Seneca</b>	<b>External Service Provider ON-SITE Attestation Occupational Health and Safety (OHS)</b>	Issue date: May 7, 2021
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**External Service Providers – construction, building repairs and maintenance (where applicable)**

<input type="checkbox"/>	Safety and Due-diligence Policy <a href="https://www.senecacollege.ca/about/policies/contractor-safety-and-due-diligence-policy.html">https://www.senecacollege.ca/about/policies/contractor-safety-and-due-diligence-policy.html</a> <a href="#">Occupational Health and Safety Policy - Seneca, Toronto, Canada (senecacollege.ca)</a>
<input type="checkbox"/>	Seneca College Lock & Tag Out Procedure <a href="https://www.senecacollege.ca/about/policies/electrical-lockout-policy.html">https://www.senecacollege.ca/about/policies/electrical-lockout-policy.html</a>

The following documents have been submitted:

<input type="checkbox"/>	Insurance certificate
<input type="checkbox"/>	WSIB Clearance Certificate (if applicable)

I confirm that I have read, understand and agree that I will abide by Seneca College’s policies posted in the links above.:

Name: \_\_\_\_\_

Position (main contractor/ managerial position): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I have the authority to bind the external service provider