

Date:

Address:

Dear Sir/Madam:

The County of Elgin is dedicated to operating at a standard which will establish our County as a leader in promoting and protecting the health and safety of all employees.

In fulfilling this commitment, our goal is to promote attitudes amongst our employees that will ultimately lead to reduction and elimination of workplace hazards.

We wish to emphasize to all prospective bidders, that we expect the same standards to be upheld by them and their employees while on County property or Roads Projects.

We require that Contractors/Sub-Contractors review all County Health and Safety Policies and Rules, relevant to the work to be performed, as determined by the Department Head, with their employees prior to commencement of work and that procedures, worker training and enforcement conforms with legislated requirements.

Violations of County Policies, Rules or Legislation by any Contractor, Sub-Contractor or their employees may be considered a breach of contract.

Please complete the attached form and return it to the County of Elgin with the requested Workplace Safety and Insurance Board information.

Yours truly,

for The County of Elgin

