

MINIMUM STANDARD FOR CONTRACTOR SUPERVISORY TRAINING

On October 7, 2003, the Safety Partnership Executive Committee approved a report presented by Paul Healy on behalf of the Contractor Supervisory Training sub-committee. The report recommended adoption of a minimum standard for contractor supervisory training.

A copy of the full report can be obtained from Paul (332-5010) or John Barnfield (337-5845).

The following minimum standard is to be implemented no later than January 1, 2004.

Minimum Standard:

- It is expected that all on-site contractors in any supervisory capacity, including 1st Line Foremen, must have successfully passed the IEC Supervisory Test within the last 12 months. This will be evident from the person's IEC photo ID badge. (Note: the IEC Supervisory program is being revamped and will be rolled out in February 2004).

- In addition, it is expected that each Plant will stipulate what Level of CSAO and BBS training is required for a particular job:

- **Level 1** At least one CSAO and BBS trained supervisor in each company

- **Level 2** At least one CSAO and BBS trained supervisor at each project for each company involved

- **Level 3** All working and non-working foremen, supervisors, project managers must be CSAO and BBS trained.

It is expected that:
Level 1 will be in place by the end of 2004,
Level 2 by the end of 2005 and
Level 3 by the end of 2006.

Notes:

1. It is understood that an individual Plant may request more than the minimum standard under certain circumstances.
2. In shutdown situations involving the use of "stand up" foremen, an appropriate "management of change" process should be used to ensure all workers are adequately supervised.