

**CONTRACTOR-SUBCONTRACTOR WORKING
RELATIONS
PLAN**



Date: 01-08-2016

PURPOSE:

The contractor-subcontractor working relations plan outlines the relationship between R.W. LaPine, Inc. and its subcontractors. This plan identifies the methods by which R.W. LaPine, Inc., as the prime contractor will assure that the subcontractors are competent and capable of performing their assigned duties in a safe and environmentally sound manner.

APPROACH:

The approach to managing the subcontractors is based on the following:

- R.W. LaPine, Inc. will verify that all subcontractors have the appropriate licenses, registrations, and insurance to complete their work.
 - All subcontractors shall submit to R.W. LaPine, Inc. prior to any work being performed the above listed items and those items shall be kept on file for the duration of the project involved.
- R.W. LaPine, Inc. will obtain through references or past work experience that the subcontractors are capable of performing their assigned duties in a safe and environmentally sound manner.
- Effective channels of communication will be clearly defined and established.
 - Prior to start of work R.W. LaPine, Inc. and its subcontractors will establish the procedures to report any incident, accidents and near miss situations, along with any observed hazards for the client or other subcontractors.
- A statement of work shall be developed jointly with R.W. LaPine, Inc. and each subcontractor clearly outlining the following:
 - Subcontractor responsibilities and authorities
 - Subcontractor deliverables identified
 - Subcontractor services they are responsible for providing
- R.W. LaPine, Inc. will provide a level of oversight and monitoring to verify subcontractor performance during the length of the project. Part of this oversight would be to periodically review the health, safety, and environmental performance of each subcontractor to verify compliance with regulatory and work-specific requirements.

ROLES AND RESPONSIBILITIES:

Project Management:

- R.W. LaPine, Inc. has the overall responsibility for coordinating the day-to-day efforts of the project and its subcontractors. To this end, R.W. LaPine, Inc. provides senior and intermediate management staff.

Subcontractors:

- Subcontractors shall provide qualified workers necessary to perform work and meet required deliverables.
- Subcontractors shall ensure that all workers have been properly trained in the safe work procedures as required under OSHA 1926 Construction Standards
- Subcontractors shall ensure that all workers have current licenses and permits to perform any assigned work with equipment as required under OSHA 1926 Construction Standards.

EMERGENCY ACTION PLAN:

Prior to starting work on any project, R.W. LaPine, Inc. will develop an emergency action plan site specific to the project. The emergency action plan will address the following:

- Procedures to report
 - Fire
 - Medical Emergencies
 - Severe Weather
 - Chemical Release or Spill
 - Potential Workplace Violence
- Identify locations
 - Evacuation Meeting Area
 - Severe Weather Shelter
 - Medical Services
- Training
 - R.W. LaPine, Inc. will ensure that all subcontractors are familiar with the site emergency action plan and their roles and responsibilities.