

Contractors' WSH Responsibilities Declaration

RC Hotels Pte Ltd is committed to ensure that all contractors engaged to work on Hotel premises comply with all relevant workplace safety and health (WSH) statutory provisions and that the contractors are competent in terms of safety and health to carry out and manage their works.

The following WSH rules are to be read by Contractors and/or Sub-Contractors prior to commencing any work at the Hotel premises. Contractors and/or Sub-Contractors shall sign the undertaking.

Contractors shall:

1. Fully cooperate with the hotel in matters of health and safety.
2. Conduct their activities in accordance with established safe practices (e.g. Codes of Practice, Singapore Standards etc) and taking the necessary precautions to protect the work site, all employees and others who may be affected by the work activities.
3. Comply with the WSH Act, subsidiary legislations and all other relevant legislation applicable to the work being undertaken.
4. Ensure their employees are properly trained and competent for the tasks assigned to them.
5. Ensure their employees are provided with and wear the appropriate Personal Protective Equipment (PPE).
6. Always keep the hotels advised of any health and safety matters that may have an impact on the operation of the facility.
7. Provide a copy of Risk Assessments and Safe Work Procedures relevant for the works undertaken to Hotel's Representative.
8. Conduct regular inspections of the work site(s) to ensure employees are adhering to safe work procedures.
9. Report all accidents and incidents (near misses) to the hotel's representative.
10. When bringing hazardous substances to Hotel's Premises:
 - a. Ensure employees are trained in chemical handling and responding to chemical-related emergency situations.
 - b. Ensure Safety Data Sheet (SDS) documents are available on site.
 - c. Submit a copy of the SDS to Hotel's Security & Safety Department.

11. Confer with Hotel's Representative to review the following safety procedures, which must be followed at all times:
 - a. Fire alarm, evacuation and other emergency response procedures
 - b. First Aid Response
 - c. Hazard Identifications
 - d. Emergency contact numbers
 - e. Technical assistant as required

12. Furnish a copy of your Work Injury Compensation Insurance registration at the time of bid.

Contractor's Representative: I have read the information provided to me by the hotel's representative and shall adhere to the workplace safety and health requirements when working on the site. I further agree to ensure that subcontractors and employees under my care are familiar with these requirements and will abide by them whilst working on RC Hotels premises.

Name: _____ Position: _____

Signature: _____ Date: _____

Our organization is: bizSAFE Level 3-certified bizSAFE Level 5-certified (*check where applicable*)

Hotel's Representative: Fairmont Singapore / Swissotel The Stamford* (*delete where not applicable*)

Name: _____ Position: _____

Signature: _____ Date: _____

Documents received:

bizSAFE Level 3 certificate* Work Injury Compensation Insurance

bizSAFE Level 5 certificate* Safety Data Sheet*

Risk Assessment documents Others: _____

Safe Work Procedures ** if relevant*

EXTERNAL CONTRACTOR INFORMATION SHEET

CONTRACTOR COMPANY: _____	
OFFICE NO: _____	
CONTACT (Name): _____	MOBILE NO: _____
WORK REQUESTED BY: _____	
LOCATION OF JOBSITES: _____	
START DATE: _____	
END DATE: _____	
CHEMICALS BROUGHT ON TO PROPERTY	SDS SHEETS PRESENT & EXPIRATION DATE
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Expiry Date: _____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Expiry Date: _____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Expiry Date: _____
SPECIAL NOTES:	