LIST OF ACTIVE SUBCONTRACTORS AND ORIENTATION ACKNOWLEDGEMENT

Contractor shall maintain an active list all proposed subcontractors and their orientation dates by filling out the table below. (When filling this out in response to an RFP, leave the orientation column blank).

COMPANY NAME	SCOPE	SAFETY TIER	ISN GRADE	REPRESENTATIVE NAME / PHONE	ORIENTATION DATE
VM Utility Services LLC	Veg compliance line clearing and wood and palm removals, Also Heavy tree removals programs	1	A	Eric Stall 858-583-8776	03-24-2021
Pacific Coast Tree Experts	Veg compliance line clearing and wood and palm removals, Also Heavy tree removals programs	1	A	Armando Valdez 805-506-1211	03-24-2021
National Waste Management Co	Veg compliance line clearing and wood and palm removals, Heavy tree removals programs, Fire cleanup program	1	A	Chris Roberts 559-706-7684	5/6/2021
Drake Traffic	Traffic control company	1	B	Justine Bush 657- 284 -5856	11/22/21
Trees LLC	Veg compliance line clearing and wood and palm removals, Also Heavy tree removals programs	1	C	Aaron Mayle 616 318-5265	4/19/22
United Traffic services Inc	Traffic Control Company	1	A	Jesse Zamora 895-247-0614	3/10/22
Alcoa Traffic Control Inc.	Traffic Control Company	1	A	Al Ohara 562-858-5430	
American Crane Rental, Inc.	Cranes with Operators for Heavy Tree Program	1	A	Richard Cirimele 559-707-6019	

PRIME CONTRACTOR WORKER ORIENTATION AND MANAGEMENT

*Contractors shall use the spaces below to **fully** explain the onboarding, continuous training and oversight of all workers.*

Question	Contractor Response

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	• Region Safety Trainers and RSS follow up to ensure employees are proficient with completed training materials • Job Behavior observations • Job briefing red pen program •
Clearly describe how all workers will be made aware of SCE requirements, including orientation to the HASP, CHOC, Handbook for Contractors and SCE specified programs and procedures.	• All crews will have a safety stand down with Sign off for HASP, CHOC. And SCE COAs • All HASP and CHOC, COAs documents shall be copied and placed on every crew vehicle • HASP and CHOC, COAs documents will be verified through manual update sign off sheets that all crews are equipped. Additional verification follow-up via crew audit process • Through safety stand down and training. UTS will have stand downs to distribute and review SCE environmental and safety SCE memos with sign off sheets returned per GFs
Clearly describe how proof of orientation will be maintained by Prime Contractor and how it can be made available to SCE upon request.	• New employee orientation sign offs • NELO book completion tracking • All the above is available from UTS safety dept
Clearly describe how copies of the HASP, CHOC and other reference documentation will be kept at the work location of each crew.	• All crews will have a safety stand down with Sign off for HASP, CHOC. and SCE COAs • All HASP and CHOC, COAs documents will be kept in a file box marked SCE Documents • HASP and CHOC, COAs documents will be verified via crew audits and field visits that all documentation and required manuals are on each crew vehicle

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SUBCONTRACTOR WORKER ORIENTATION AND MANAGEMENT

*Prime Contractors shall use the spaces below to **fully** explain the key components of their subcontractor policies, demonstrating compliance to section 2.6 of the Handbook for Contractors.*

Question	Contractor Response
Clearly describe the key components of the Prime Contractor's evaluation and qualification process for subcontractor companies.	• Through sub-contractors training programs OUR LCQS and their in-house training. • Verifying Employees through credentials that they are qualified to work on Tier 1 work • All current Sub contactors have been performing Tier 1 work for UTS for a minimum of 10+ years
Clearly describe your process for initial and on-going monitoring of subcontractor TPA grades and action items.	• *UTS JBOs on all sub-contractor crews* • *Safety memos from UTS and SCE forwarded to subcontractors* • *Incidents arising from sub-contractor work* • *Summaries of third party observations*

Clearly describe the key components of the Prime Contractor's on-boarding process for subcontractor workers. Include components such as:
  • *how subcontractor workers are qualified for their assigned tasks*
  • *how subcontractor workers will be made aware of the Prime Contractor's safety requirements*
	Key Components of Onboarding per Sub
	
	Communication of Safety Requirements:
	• Hazard Awareness Training
	• Lecture-style policy review with visuals and demonstration
	• Hazard Safety Training videos
	• Hands-on Hazard Awareness and application of general safety procedures
	• Skill Training
	• Technical training of safe tool handling
	• Application of safety procedures in relation to tool handling
	• Safety Policy Handbooks provided for future reference
	Assignment Qualification:
	• Experience background check
	• Better understanding of employee background.
	• Skill Assessment
	• Verify Background with an assessment of skills relevant to job class. Helps determine qualification for carrying out assigned tasks of job class.
	• Proficiency Outlines in Line Clearance Certification Program
	• Employee must demonstrate their understanding of topics to become certified in job class and advance in job class.
	• UTS will supply All sub-contractors with LCQS books and will supply UTS weekly training material to all sub-contractors

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Clearly describe how the Prime Contractor will ensure that all subcontractor workers will be made aware of SCE requirements, including orientation to the HASP, CHOC, Handbook for Contractors and SCE specified programs and procedures.	• UTS will meet with subcontractors to review the HASP and CHOC and obtain crew sign off sheets for verification that all documents have been placed on all crew vehicles operating on the SCE contract • UTS will verify on our Sub contractor JBOs that UTS does will the sub-contractor that the material is on each truck • UTS will hold a management meeting with all sub-contractors to go over THE HS Handbook and Contractor Safety Management Standard 2021/2022
Clearly describe how field oversight will be provided by the Prime Contractor to validate subcontractor compliance with rules, procedures, policies and acceptable work practices.	• UTS will do JBOs on sub-contractor crews to insure they are following all UTS LCQS and SCE COAs • Joint visits and training assistance via Safety personnel • Distribution of UTS safety memos and policies to subcontract management teams
Clearly describe how the Prime Contractor will manage subcontractor Incidents and how they will ensure timely reporting.	• Sub-contractors are required to report incidents the same as UTS crews and UTS. This requires the Sub contractors to fill out the SCE incident reports with the same transparency as UTS is required by SCE to report, with the same timeline requirements
Clearly describe how the Prime Contractor will ensure that copies of the HASP, CHOC and other reference documentation will be kept at the work location of each subcontractor crew.	• UTS will meet with subcontractors to discuss the HASP and CHOC and get a ALL crew sign off sheet that all materials are on each crew vehicle • UTS will verify during subcontractor JBOs and field visits that all required documentation is on each crew vehicle

UTS Subcontractor
Safety Management

EDISON

2. Shall ensure work is performed in accordance with the Checklist items and the SCE Contractor Hazard Assessment and Safety Plan. *(Safety Tier I work only)*	**Initial:**	*RM*
3. Shall ensure a review of the SCE Contractor Hazard Assessment and Safety Plan is completed with all workers and any new workers and subcontractors prior to beginning work on the project. *(Safety Tier I work only)*	Initial:	*RM*
4. Shall ensure that the CHOC and HASP is updated as needed (e.g., when any component changes or when additional hazard mitigations are required). At minimum it must be **reviewed, updated and signed annually.** The most current Plan must be uploaded in the Third-Party Administrator (TPA).	**Initial:**	*RM*

5. Shall ensure that expectations for Safety Tier 1 Contractors (Handbook Section 2.4) are met and maintained for the duration of the contract period. The major requirements are itemized below: *(Safety Tier I work only)*:
 	
   a. Onsite Supervisor
   b. Safety Professional
   c. New Worker Supervision and Training
   d. Tailboard Requirement
   e. Safety Observation Program
   f. Leader Safety Culture Training
   g. Stop Work Responsibility
   h. Fitness For Duty
   i. Contractor Safety Quality Assurance Reviews
   j. Monthly Safety Data Reporting
   k. Contractor Safety Forum Participation
	Initial:	*RM*

6. Shall ensure that expectations for Safety Tier 1 HR Contractors (Handbook Section 2.5) are met and maintained for the duration of the contract period. The major requirements are itemized below: *(Safety Tier I work only)*:
 	
   a. Safety Observation Frequency
   b. Safety Professional Requirement
   c. Critical Observable Actions Requirements
   d. AED Requirements
	Initial:	*RM*

7. Shall ensure all Prime Contractor and subcontractor workers working on behalf of SCE know and understand that they have not only the right but the obligation to stop and report any unsafe work or work which does not meet SCE safety expectations.	**Initial:**	*RM*

8. Shall ensure all crews maintain a signed copy of the HASP, CHOC and associated reference documents at their work location while conducting Safety Tier 1 work for SCE. *(Safety Tier I work only)*	**Initial:**	*RM*
Printed Name: Ryan Myers	**Date:**	2/1/2023

Printed Name:	Ryan Myers	**Date:**	6/16/2023
Signature:	*Ryan Myers*		

Customer Representative:
By signing this document, the Customer Representative affirms:
a. Collaboration, discussion, and agreement occurred with the Contractor Representative regarding the requirements and mitigation techniques described within this checklist and the UTS Contractor Hazard Assessment and Safety Plan
b. They will ensure the HASP and CHOC are reviewed, updated and re-signed as needed, but at least annually.
c. They will ensure the most recent signed copy of this CHOC and associated HASP are uploaded to the TPA by the Prime Contractor as part of project records.

Printed Name:	Matthew Saddler	**Date:**	7/6/2023
Signature:	*Matthew Saddler*		