

Employee Orientation

Employee Name:
 Address:
 Postal Code:
 Email:
 Telephone:
 Date of Birth:
 Social Insurance Number:
 Date of Orientation:

Acknowledgements

I have watched, and understood Simply Stone Landscapes Safety Orientation video
 Work days are Monday through Saturday, I will be available to work these days
 Work hours are between 7:00am – 7pm. There is no set finish time each day
 Work area is Calgary and surrounding area, including Airdrie, Cochrane, Okotoks. Simply Stone Landscapes does not provide transportation to or from the job site.
 Simply Stone Landscapes has a no cell phone use on site policy, phones may only be used while on breaks.
 I understand the mandatory PPE requirements, and have CSA approved steel toed boots
 I understand my legislated OH&S rights: The right to know, right to participate, right to refuse unsafe work
 I may be required to be clean shaven for proper respiratory protection procedures

Safety Certificates

I currently hold the following safety certificates:
 Whmis 2015 GHS
 First Aid
 Fall Protection
 Skidsteer
 Zoom Boom(telehandler)
 CSTS

Orientation Quiz

- | | | |
|---|-----|----|
| 1. A Hazard Assessment is a way of identifying workplace hazards. | Yes | No |
| 2. Working safely is a condition of employment. | Yes | No |
| 3. PPE only needs to be worn if the public or customer can see you. | Yes | No |

- | | | |
|---|-----|----|
| 4. You need to report all incidents & near misses ASAP to your Supervisor. | Yes | No |
| 5. All workers need to go through a safety orientation upon hire. | Yes | No |
| 6. If you're not sure how to do a job safely, you should try figure it out by yourself. | Yes | No |
| 7. If a job is unsafe, you should refuse to work until hazards are controlled. | Yes | No |
| 8. It's okay to use tools that need only minor maintenance or repair. | Yes | No |
| 9. Workers must follow safe work practices and procedures while working. | Yes | No |
| 10. A first aid kit and fire extinguisher must always be available on site. | Yes | No |

"I have been through Simply Stone's Safety Orientation and understand my responsibilities for safety outlined within it."

Employee name:	Date:
Reviewed By:	Date: