

**Attachment 2 OurWorkplace Minimum HSSE Requirements****Contractor Statement of Compliance***(Please Print Clearly)***Employer:**

(as it appears on Employee's W2 / 1099)

**Start Date:****Project:**

(if applicable)

**Work End Date:****Lead/General Contractor:**

(if applicable)

I certify that the employee, [REDACTED], and their listed employer, are aware of and fully compliant with the OurWorkplace Westlake Campus Minimum HSSE Requirements in their entirety. As an official representative\* of our company, I am also aware that my company shall be responsible and liable for any failure for our employees or subcontractors who fail to meet these Minimum HSSE Requirements. I certify that upon completion of work, or termination of named employee, I will notify OurWorkplace and return the access card.

**I, the authorized contracting company representative, confirm that the named employee, prior to this Badge Access Request:**

- Has proof of authorization to work legally in the US, and background screening has been completed
- Is subject to and participates in our Substance Abuse Screening process.
- May be subjected to the client's Random Substance Abuse testing program
- Completed: Date \_\_\_\_\_
  - OurWorkplace New Employee and Contractor Orientation (NECO)
- Completed at minimum the OSHA 10 Hour Course (only applicable for construction work):
- Has been provided all the necessary PPE for safe completion of their work
- Has been deemed competent to perform their scope of work
- Is employed by a contractor or sub-contractor that has been "Approved" or "Conditionally Approved" by the OurWorkplace Sourcing & Procurement Team.

Authorized Contractor Representative Signature

Job Title

Date

Authorized Contractor Representative Printed Name

Company Name

OurWorkplace Sponsor Signature

Printed Name

Date

*Internal Use Only*

ACL Reviewed by:

ACL Date:

Contractor Status:

Badge Number:

Expiration Date:

\*This form must be completed and signed by a person that is authorized or acts on behalf of the contractor company.

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