



Kennecott

Contractor Qualification Checklist

Mandatory Documents The following documents must be submitted in order for you to meet your Client’s compliance requirements

- Copies of Liability Insurance Certificates for all company liability insurance policies as outlined in “Guidelines.”
- Copies of OSHA 300A Logs for the last three years.
- Copies of your EMR documentation for this year (if available) and the last three years.
- Copies of OSHA and/or MSHA Citation/Violation Documentation for the last three years.
- Copy of Safety Program.
- Copy of HAZCOM Program
- I-9 Verification Document Signed
- Background Check Document Signed

Other Documents The following documents have been requested by your Client, but are not required in order for you to meet your Client’s compliance requirements

- Copies of License and/or Certificates in which your company is licensed to perform work.
- Copies of MSHA Safety Instructor’s Approval Letters and Certificates.

Kennecott Utah Copper Insurance Requirements:

Policy Type	Limit Type	Limit	Required Endorsements	
			Additional Insured	Waiver of Subrogation
General Liability	Per Contract	Per Contract	Yes, See note below*	Yes
Auto Policy	Per Contract	Per Contract	No	No
Worker’s Compensation	Statutory	Statutory	No	No

*A copy of the endorsement page naming Kennecott Utah Copper as Additional Insured must be submitted to complete the registration.



Contractor Qualification Checklist

Historical Safety Requirements

- Company provides NAICS Code.
- DART Rate must not be greater than 85% of Industry Average (Industry Average is obtained from Bureau of Labor Statics based upon their NAICS Code)
- Total Recordable Rate must not be greater than 85% of Industry Average (Industry Average is obtained from Bureau of Labor Statics based upon their NAICS Code)
- The Experience Modification Rate (EMR) must not be greater than 1.0 for the current year

Employee Requirements

To Create a Control Sheet

- Employee Photo
- Employee Birthdate DD/MM
- Current Drug Testing
- Current Passport Training
- If working at a MSHA site, current MSHA 5000-23