




State of West Virginia
Joe Manchin III, Governor

WV Office of Miners' Health, Safety & Training
Ronald L. Wooten, Director
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MEMORANDUM

TO: All Independent Contractors on Mine Sites

FROM: Ronald L. Wooten, Director 

DATE: May 15, 2009

SUBJ: Contractor Labor

Please be advised that due to recent circumstances concerning contractors and contract labor, we are requiring additional information concerning all contractor permits. **Contract labor is defined as employees working on a contractual basis to perform specific assignments. A contract position differs from standard employment because workers are not hired for permanent positions or eligible for regular employee benefits.**

Attached you will find a new form that will become a part of our general information sheet. This **MUST** be completed for all contractors, whether you are **using** contract labor services, or whether your company is **providing** contract labor services for another company. If you do not use or provide contract labor services, please mark the form as such and return to our office.

All companies are required to return this form by no later than Friday, June 12, 2009. You may return the information sheet by mail, or FAX the information to either (304) 558-6091 or (304) 558-1282, ATTN: Contractors.

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cc: WVMHST Regional Offices