Contractor Assessment

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| --- | --- |
| **Company Details** | |
| Company name |  |
| Holding company/Parent company (if applicable) |  |
| Trading address | |
| Main contact telephone number |  |
| Main contact name |  |
| Main contact email address |  |
| Company registration number |  |
| Company VAT number |  |
| Number of employees |  |
| Number of years trading |  |
| Details of the principal business activities |  |
| **Health and Safety Information** | |
| Who is your competent person for health and safety? |  |
| Contact number for the named person above |  |
| Contact email address for the named person above |  |
| What level of employers liability insurance do you have? | £ |
| Policy number |  |
| Date of expiry of the above policy | / / |
| What level of public liability insurance do you have? | £ |
| Policy number |  |
| Date of expiry of the above policy | / / |
| Have there been any claims on any of the policies above within the last 3 years? If yes, provide details. |  |

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| **Health and Safety Policy** | |
| Do you have a health and safety policy statement which has been reviewed within the last 2 years? |  |
| Please provide a copy of the policy statement by emailing to [xxx@xxxxxx.com](mailto:xxx@xxxxxx.com) | |
| Is your health and safety policy supported by detailed arrangements which set out how you achieve your policy objectives? |  |
| Has your company achieved 18001 accreditation? |  |
| Does your health and safety policy set out those people within the company who have responsibility for implementing the policy? |  |
| How do you ensure any sub contractors you use are competent? |  |
| **Risk Assessments** | |
| Do you carry out site specific risk assessments? |  |
| Please provide an example of a risk assessment for the type of work you undertake for our organisation. Email to [xxx@xxxxxx.com](mailto:xxx@xxxxxx.com) | |
| How often are your risk assessments reviewed? |  |
| How do you communicate the detail of your risk assessments to your operatives/workforce? |  |
| **Staff Training** | |
| What health and safety training do your staff receive? |  |
| How frequently do your staff receive refresher training? |  |
| Please provide evidence of staff training by emailing [xxx@xxxxxx.com](mailto:xxx@xxxxxx.com) | |
| **Accident/Enforcement History** | |
| Has your company had any RIDDOR accidents/incidents within the last 3 years? If yes, provide a breakdown |  |
| What lessons have been learned from the accidents/ incidents referred to above? |  |
| Have your risk assessments been reviewed as a result of the above accidents/incidents? |  |
| Have you been served with any notices by the enforcing authorities for health and safety matters? |  |

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