**CONTRACTORS AND SUB-CONTRACTORS**

**Health and Safety considerations when dealing with contractors:**

* Has the nature of the project and the type of contractors that will be required be clearly identified?
* Does the contractor know and understand the organisation’s safety, health and environmental policies and practices?
* Have all environmental hazards and health and safety hazards associated with the contracted activity been identified and communicated to the contractor? (See Site Plan and Hazard Identification).
* Does the contractor carry adequate insurance against his/her own liabilities?
* Have suitable arrangements been made for the disposal of waste products, effluents and similar?

The extent of control required for contractors and subcontractors will be dependent on the level of risk relating to the type of work being performed:

**Low risk:** e.g. person replacing the water cooler, photocopier

* **Contractor to complete and sign Site Induction information sheet**

**Medium risk:** e.g. trades people, repairs and maintenance

**Contractor to complete:**

* **Site Induction information sheet**
* **Approved licences/permits sited by Parish Designated Person**

**High risk:** e.g. major construction work

**Contractor to complete:**

* **Site Induction information sheet**
* **Approved licences/permits sited by Parish Designated Person**
* **Formal safety management plan** to be submitted by contractor
* **Contractors agreement** to be completed

Seek professional advice during the planning stages of the project, well before work is commenced.

Date:

Next Update: