



Contractor Health and Safety Pre-Selection Questionnaire

(Revised February 2016)

Contract:	<input type="text"/>	Reference:	<input type="text"/>
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Company details

Company name:

Address:

Post code:

Telephone:

Email:

Type of Company

Public Ltd: Private Ltd: Partnership: Sole Trader:

Number of employees

Management: Administrative: Professional: Skilled Operatives: Unskilled Labour:

Total number of employees:

Required information

Enclosed

1.	Please attach details of your organisation's experience in the area that you are tendering for, including details of previous contracts and referees.	YES	NO
2.	Please attach a copy of your company's most recent statement of intent and organisation sections of your health and safety policy. Please include the qualifications and experience of the person appointed to provide competent assistance under regulation 7 of the Management of Health and Safety at Work Regulations 1999.	YES	NO
3.	Please enclose copies of your safety arrangements relevant to this contract.	YES	NO
4.	The person with ultimate responsibility for health and safety:	<input type="text"/>	
	Job Title:	<input type="text"/>	
5.	The person who would have responsibility for the day-to-day management of aspects of this contract:	<input type="text"/>	
	Job Title:	<input type="text"/>	



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6.	The person appointed to provide competent advice on health and safety issues, as required by the Management of Health and Safety at Work Regulations 1999:		
		Job Title:	
7.	Please provide details of the experience and qualifications of the person who will have day-to-day responsibility for the safe delivery of the contract (e.g. in the form of a curriculum vitae).	YES	NO
8.	Please enclose sample copies of any risk assessments undertaken relevant to this contract. Include:		
general risk assessments, as required by the Management of Health and Safety at Work Regulations 1999.		YES	NO
safety data sheets and COSHH assessments for all substances that you propose to use (if applicable)		YES	NO
any other relevant assessments (e.g. manual handling, noise).		YES	NO
9.	Please provide details of health and safety training provided to all managers and staff, and subcontractors where used. Please also include details of your plans for further training if you win the contract.	YES	NO
10.	Do you anticipate using subcontractors on this contract?	YES	NO
If so, please provide details of the procedures you will use to ensure that they are competent and managed correctly.		YES	NO
11.	Please provide details of the accident reporting and investigation procedures to be adopted for this contract.	YES	NO
12.	Have any enforcement notices been issued or legal proceedings taken against your organisation by the Health and Safety Executive in the last three years?	YES	NO
If so, please provide details.		YES	NO
13.	Please provide details of any accidents/incidents to employees and non-employees reported by, or on behalf of, your organisation to the Health and Safety Executive during the last three years (as required by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995).	YES	NO
14.	Please provide details of your emergency arrangements and procedures that you will use on this contract.	YES	NO
15.	Please provide details of your public liability insurance.	YES	NO

Declaration:

I confirm that all information provided above is to the best of my knowledge accurate and correct.

Signed:

Print Name:

Date:

Position in organisation: