

## Contractor Assessment

Contractor	
Contact information	
Address	
Individual completing the form	

### Contractor

Please confirm you have seen and have a copy of the below (all must be seen for hiring purposes):

Insurance (Public Liability and Employers Liability Insurance)		Health and Safety Policy (companies with 5 or more employees)	
Risk Assessments			

### Considerations

Item	Check	Comment
Example: electrical items are PAT tested	Yes	Stickers are on all items with annual dates
Do the Contractors hold a Disclosure check if working in proximity of children and the vulnerable		
Equipment being used, are the electrical items PAT Tested and in date		
<u>Safety Certificates (if applicable)</u>		
<ul style="list-style-type: none"> <li>Gas Safe Certificate</li> <li>Electric?</li> <li>Water?</li> </ul>		
<u>Competence Certificates</u>		
<ul style="list-style-type: none"> <li>Method statements for works being carried out</li> <li>COSHH assessments for materials being used</li> <li>Manual Handling assessments</li> <li>Noise Assessments for machinery and works carried out</li> </ul>		
<u>Personal Protective Equipment</u>		
<ul style="list-style-type: none"> <li>Items identified</li> <li>Items present and worn during works</li> <li>Contractor trained staff on use of PPE</li> </ul>		

### Contractors on site

Contractor Name	Disclosure check	Contact Number	When Working (date/Hours)