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| Document Title: | Sub Contractors SHEQ Pack | | |

SHEQ REQUIREMENTS FOR SUB CONTRACTORS BEFORE COMMENCING WORK

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| Sub Contractor | |
| Contract and brief description of work to be carried out | |
| Duration of Contract | |
| Sub Contractor Supervisor and contact telephone number | |
| Sub Contractors Safety Appointee and contact number | |

DOCUMENTATION REQUIRED (To be placed on Sub Contractors File

| No. | Document | Yes | No |
|-----|--|-----|----|
| 1 | Section 37(2) Contractors Agreement | | |
| 2 | Organogram structure of Sub Contractor | | |
| 3 | Letter of Good Standing with Compensation Commissioner | | |
| 4 | Risk Assessments (for all tasks to be performed) | | |
| 5 | Work Procedures (for all tasks to be performed) | | |
| 6 | Medicals – Proof | | |
| 7 | Client Induction – Proof | | |
| 8 | FAT Site Specific Training | | |
| 9 | Training Certificates. This includes Driver licences, operator certificates, machinery or any other specialised task. (original certificates only no copies) | | |
| 10 | Client Legal Appointment (if required) | | |
| 11 | FAT Appointments (if required) | | |
| 12 | Client Operators Permit | | |
| 13 | PPE Issues | | |
| 14 | Equipment Registers – tools, machinery etc | | |
| 15 | PTO | | |
| 16 | Toolbox talks | | |