

APPENDIX 2

ASSESSMENT OF PRINCIPAL CONTRACTOR/CONSTRUCTOR/BUILDER

The following checklist may assist a client or their agent in assessing suitability. This information is based on industry best practice and may be changed to suit individual needs.

Designer:

Project:

Note: Where information, details or evidence is specifically requested, it should be attached to this checklist and submitted to the client.

1. Do you have a safety management system – eg *Housing industry site safety pack* (catalogue no. SW08498), or a system based on AS/NZS 4801 Safety management systems?
Yes (provide evidence and go to question 8)
No (complete questions 2–4)
2. Provide evidence of work health and safety policy.
3. Provide evidence of work health and safety consultation policy and processes.
4. Provide evidence of how you manage health and safety risks on your projects.
5. Provide examples of how pre-construction risk assessments are undertaken.
6. Detail how you assess the work health and safety resources required.
7. Detail how you record and take corrective actions.
8. Detail how you assess time required for completion of a project.
9. Provide evidence of public liability insurance policy.
10. Provide evidence of workers compensation insurance policy.
11. Provide evidence of a workers compensation return to work program.
12. Provide details of similar projects completed.
13. Provide references and contact details for at least three referees.
14. Provide evidence of relevant staff qualifications and/or relevant training for staff.
15. Provide evidence of membership of professional bodies/associations.
16. Detail how safety in construction is coordinated and communicated.
17. Provide an example of a work health and safety management plan (for construction projects valued at \$250,000 or more).
18. Detail how you monitor contractor workers compensation policies.
19. Detail how you monitor compliance with, and review, work method statements for high risk construction work.
20. Detail your design review process for feedback from constructor and end user to designer.

Disclaimer

This publication may contain information about the regulation and enforcement of work health and safety in NSW. It may include some of your obligations under some of the legislation that SafeWork NSW administers. To ensure you comply with your legal obligations you must refer to the appropriate legislation.

Information on the latest laws can be checked by visiting the NSW legislation website www.legislation.nsw.gov.au

This publication does not represent a comprehensive statement of the law as it applies to particular problems or to individuals or as a substitute for legal advice. You should seek independent legal advice if you need assistance on the application of the law to your situation.

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SafeWork NSW, 92–100 Donnison Street,
Gosford, NSW 2250
Locked Bag 2906, Lisarow, NSW 2252
Customer Service Centre 13 10 50
Website www.safework.nsw.gov.au
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