**CONTRACTORS AGREEMENT**

**(High Risk Contracting)**

Full Name: .................................................................................................................

Position: ....................................................................................................................

Company Name: ........................................................................................................

Company Address: ....................................................................................................

To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of contractor)

Re Contract for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To comply with the Health and Safety at Work Act 2015, we require all contractors who wish to tender for contracts or maintain a service agreement/remain a preferred contractor to provide the following information.

1. **Health and Safety Management Plan that includes:**

* Safety policy
* Hazards and the risk management controls
* Accident reporting procedures

1. **Contractors are reminded that all work is subject to the provisions of the Health and Safety at Work Act 2015. In particular:**

* Contractors are to comply with all regulations, enactments, codes of practice (approved or voluntary) applying to the trade or profession within which they operate.
* The Parish Designated Person is to be advised of any and all hazardous plant, equipment, machinery or substances which are brought into the workplace.
* All people utilised are fully trained in the work to be undertaken or are closely supervised by someone who is.
* Any accident or incident which harms or may have harmed any person in the workplace, in addition to being recorded and notified as required in the Health and Safety at Work Act 2015 are to be reported to the Parish Designated Person.
* All safety clothing/equipment required to minimise the risk of injury is to be provided for, accessible to and used by any person engaged in the workplace.

1. **Before commencing work on our premises, all contractors must ensure that any workers, subcontractors or any other individual of the contractor, on our premises are conversant with Induction on Site, Permit to Work:**

* Emergency procedures (to be followed in the event of an emergency)
* Safety rules and procedures
* Hazards which have been identified and the hazard controls.

1. **We as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Church name), agree to abide by the submitted safety policy and retain the right to inspect the contract operation at any time to ensure all safety procedures and rules required by the Church are being followed.**

Contractor’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

Next Update: