

**Annual Renewal Questionnaire for acceptance onto the  
Eurosafes UK Approved List of Contractors for Health and Safety  
Contractors with 5 or more employees**

<b>A</b>	State the name of your organisation and any details of amendments to the address, telephone number, e-mail address or web site address.		
<b>B</b>	State the name of the person dealing with this questionnaire, their contact phone/fax numbers and e-mail address.	<i>Also please supply details of a secondary contact, detailing; name, title, phone/fax and email address</i>	
<b>C</b>	Please provide a copy of your current health and safety policy.	<p><i>The policy should include:</i></p> <ul style="list-style-type: none"> <li>• <i>a signed statement of intent</i></li> <li>• <i>a responsibilities section</i></li> <li>• <i>an arrangements section.</i></li> </ul> <p><i>The policy must be up to date and include references to latest relevant legislation.</i></p>	

<b>D</b>	Competent Health & Safety advice.	<i>Please provide details of how your organisation and your employees have ready access to competent H&amp;S advice, preferably within your organisation. Provide the name and competency details of the source of advice including a CV and evidence of competence e.g copies of certificates/professional membership.</i>	
<b>E</b>	<p>Please list the number of individuals currently employed in the following areas:-</p> <ul style="list-style-type: none"> <li>• Office based managers</li> <li>• Site based managers</li> <li>• Site based operatives</li> <li>• Labour only sub-contractors</li> </ul>	<p><i>e.g. directors, contracts managers</i>  <i>e.g. site managers, foremen</i>  <i>e.g. tradesmen, labourers etc.</i>  <i>Self-employed operatives</i></p>	
<b>F</b>	Provide an updated training matrix detailing health and safety training undertaken by all staff.	<i>Please provide one set of samples certificates for each of the groups above.</i>	
<b>G</b>	Provide a sample current risk assessment.	<i>Please provide a completed current risk assessment for a site specific task.</i>	
<b>H</b>	Please provide a copy of your PLI and ELI insurance certificates and schedules.	<i>It is important that BOTH insurances are submitted. Your broker will assist with any queries you may have.</i>	
<b>I</b>	Copies of changed procedures.	<i>Please provide details and supporting evidence of any procedures that may have changed since your submission last year e.g. sub-contractor vetting, hot works etc.</i>	

<b>J</b>	Under your current name, or any previous title, please give details of any HSE improvement or prohibition notices, and any prosecutions in the last 12 months.		
<b>K</b>	Provide details of the number of RIDDOR accidents /incidents in the last 12 months.	<i>Include details of any actions taken to prevent re-occurrence. Where available please confirm your injury incidence and frequency rates.</i>	
<b>L</b>	Provide details of the company system for monitoring procedures and auditing them at regular intervals.	<i>Please provide evidence such as copies of formal reports, site inspection reports, evidence of recent monitoring and management responses.</i>	
<b>M</b>	Provide details of how the company communicates with the workforce on Health & Safety Matters.	<i>Please provide details of your company arrangements and details of any appointed safety representatives together with evidence of how consultation is carried out such as records/minutes of any safety meetings.</i>	
<b>N</b>	Provide details of arrangements for selecting, inspecting and maintaining work equipment to ensure safe conditions to the required standards.	<i>Provide details of your equipment policy arrangements and evidence of equipment inspection/maintenance e.g. plant inspection register, ladder inspection register etc.</i>	
<b>O</b>	Annual Renewal Submission Fee	<b>£204 inc. VAT</b>	Method of payment:  Cheque <input type="checkbox"/> On line <input type="checkbox"/>

**Please return the completed questionnaire as follows:-**

**Eurosafe UK  
Eurosafe House  
Centurion Park  
Tribune Way  
York  
Y030 4RY  
Telephone:- 01904 691 515**

**E-mail:- [cdm-competent@eurosafeuk.co.uk](mailto:cdm-competent@eurosafeuk.co.uk)**

**Submit on line:- [www.ssipassessors.com](http://www.ssipassessors.com)**

**[www.eurosafeuk.co.uk](http://www.eurosafeuk.co.uk)**

**[www.cloudsuk.com](http://www.cloudsuk.com)**

**[www.constructionforums.co.uk](http://www.constructionforums.co.uk)**

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