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|  | ***Basic Contractor Application Form*** |

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| **Details** | |
| **Project Name:** |  |
| **Company Name:** |  |
| **Company ABN:** |  |

| **Work Health and Safety Criteria** | | | **YES/NO/NA** |
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| 1 | Are health and safety responsibilities clearly identified for all levels of staff?  *(If ‘yes’, please provide details, eg job description)* | |  |
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| 2 | Are inductions, qualifications, training and competencies documented and monitored to ensure they remain current? *(If ‘yes’, please provide details, eg competency matrix)* | |  |
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| 3 | Is there on-site supervision of work undertaken (eg ratio of supervisors to workers or duration of time supervision is on-site)? *(If ‘yes’, please provide details below.)* | |  |
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| 4 | | Are there safe work procedures for work tasks? *(If yes, please attach them.)* |  |
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| 5 | | Is there a register of plant and equipment showing status of registration, certification, licensing, maintenance as required, related safe work procedures and licensed and competent people to operate it? *(If yes, please attach related documents)* |  |
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| 6 | | Is Personal Protective Equipment identified and specified for relevant tasks with people trained in its use, maintenance and storage? *(If yes, please provide details below)* |  |
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| 7 | | Is there a process for incident reporting, incidents response, investigating root causes and implementing actions to prevent recurrence? *(If yes, please attach a copy or provide details below)* |  |
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| 8 | | Are appropriate insurances in place and up to date? *(If yes, please attach copies)* |  |
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| 9 | | Is there a process in place for consulting with workers on changes related to safety? *(If yes, please attach a copy or provide details below)* |  |
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| 10 | Has the company been prosecuted or fined under WHS legislation or had a fatality or permanent disabling injury in the last 3 years? *(If yes, please provide details below)* | |  |
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