

University of Waikato
Contractors Health and Safety Documents

Name of Company. _____

Contact person _____

School/Division engaging Contractor _____

Time-frame for reviewing documentation _____

	Yes	No	Comments	Re-approval			
Is there a clear Policy statement that is signed and dated?							
Have H&S responsibilities been assigned?							
Have hazards been identified? (Provide examples)							
Have controls been established for identified hazards?							
Is there a system for reporting accidents?							
Is there a system for investigating accidents?							
Are emergency procedures established?							
Are there provisions for induction training Ongoing training Keeping training records Training of contractors/subcontractors							
Is there evidence that the U of Waikato standard has been met?							
If not, what else is required?							

Signature _____

Date _____