Dated the …. day of ............. 2014

BETWEEN The Vice-Chancellor of the University of Waikato
       (“The Principal”)

AND .................................................. (“The Contractor”)

RELATED TO The Work/Purchase Order

THE PARTIES AGREE AS FOLLOWS:

1. Responsibilities of the Principal

   1.1 The Principal or a properly authorized officer of the University being the Job Manager shall
       provide any relevant health and safety information to the Contractor relating to the work the
       Contractor is required to do. This includes informing the Contractor of any potential
       hazards that the Job Manager is aware of, together with details of any chemicals or other
       material used, security, access to particular areas, work permits and emergency procedures.

   1.2 Unannounced safety checks shall be carried out by the Job Manager while work is in
       progress. The Contractor shall allow the Job Manager access, at any time, to plant,
       equipment, personnel and records when requested, to enable the University to inspect or
       audit any aspect of the Contractor’s operations relevant to meeting the health and safety
       requirements of this contract. If any deviations from safe work practices are identified,
       these must be rectified immediately or agreed safe work practices developed until the
       unsafe procedure can be eliminated.

2. Responsibilities of the Contractor

   2.1 The Contractor is required, until the contracted work is completed, to comply with all
       relevant Acts and Regulations (including the Health and Safety in Employment Act, the
       Resource Management Act, and Fire Safety and Evacuation of Building Regulations), local
       Bylaws and District Plan requirements, relevant New Zealand Codes of Practice and any
       University of Waikato health and safety requirements.

   2.2 The Contractor must ensure, and may be required to demonstrate, that all site personnel and
       subcontractors are properly trained in the safe use of plant and equipment and that they are
       either adequately experienced themselves or are supervised by an experienced person in
       order to carry out the tasks that they have been assigned safely.

       The University of Waikato may refuse access to its work site to any person who does not
       comply with the required standards for health and safety owing to their behaviour, lack of
       skill or insufficient training or experience.

   2.3 The Contractor will be fully responsible for supervising site personnel and subcontractors to
       ensure that they strictly adhere to all applicable safety requirements. In the Contractors
       absence from the site, another person is to be assigned in charge of meeting the designated
       safety requirements.
2.4 The Contractor, including all site personnel and subcontractors will comply with the following requirements:

i) smoking on University premises is prohibited except in a designated smoking area;

ii) personal protective equipment, where applicable, shall be used and worn in accordance with safety regulations; this equipment must be well maintained to the required standard;

iii) good housekeeping standards are to be observed throughout the period of work, both at the work site area and in and around any temporary buildings; the working area shall be kept tidy with escape exits and other access ways kept clear; any spillages shall be cleared up in a timely and safe manner;

iv) work areas shall be clearly marked and cordoned off to prevent risk of harm to University employees, students or any other persons;

v) an appropriate first aid kit will be provided and maintained.

2.5 The Contractor shall take all practicable steps to ensure that people in the place of work, and people in the vicinity of the place of work are not harmed by any hazard that is or arises in the place of work.

The Contractor will submit a safety plan to the University’s Health and Safety Coordinator before commencing work which includes the methods for identifying, assessing and controlling hazards which the Contractor is going to follow.

The Contractor will ensure minimum nuisance or inconvenience to occupants of adjoining spaces or buildings.

2.6 The Contractor is required to report any accident to the University’s Health and Safety Coordinator as soon as practically possible after the event and to provide the Health and Safety Coordinator with a written copy of the entry from the Contractor’s register of accidents (refer section 25 of the Act) in respect of any accident that harmed or might have harmed any person within 24 hours of the event. The Contractor will notify OSH of any serious harm accident as soon as possible after its occurrence.

2.7 The Contractor, in accepting this contract, undertakes to comply with any direction or requirement of the Job Manager in relation to the implementation of the “all practicable steps” requirement contained in the Health and Safety in Employment Act to ensure that employees of the Contractor including any subcontractors; employees or students of the University; or any other person is not harmed by the Contractor’s activities on the University premises under this contract. Failure to comply with this provision, or any other significant breach of this contract, will constitute grounds for dismissing the Contractor.

I _______________________________ of ______________________

Name (Print)                                                   Company Name

have read and understood the University of Waikato Contractor Health and Safety Agreement and accept responsibility to ensure that all staff and subcontractors employed under this work/purchase order on behalf of the University of Waikato will conform to this Agreement.

Signed: ________________________________ Date: ___________________________