

Contractor Management
Health, Safety and Environment Prequalification Questionnaire

Contractor
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Scope
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PRE-QUALIFICATION QUESTIONNAIRE To be completed by Contractor					PRE-QUALIFICATION EVALUATION To be completed by <insert Company name>			
#	HSE Req Manual Ref	HSE Management System Requirement	Example / intent of evidence to be provided by contractor.	Contractor Response and Evidence	Evidence Reference (Page no and/or section)	<insert Company name> Review and Evaluation Comments	<insert Company name> Evaluation Guidance Notes	Evaluation Outcome
HSE Policy								
1	4.1	Do you have Health, Safety and Environment (HSE) Policies?	* Copies of Health, Safety and Environment (HSE) Policies				* Ensure copies are provided if available. * Check alignment with the <insert Company name> HSE Policy	Compliant
					Requires further information			
Planning, Objectives and Targets								
2	4.21	Do you have a Health and Safety Management Plan?	* Copy of HS Management Plan				* Ensure current HS Plan is available	Non-Compliant
3	4.21	Does the HS Management Plan demonstrate how the Company intends to mitigate risks associated with the proposed scope of works?	* Copy of HS Management Plan				* Ensure current HS Plan is available and sections highlighted appropriate to the question	NA
4	4.2.2	Are HSE Key Performance Indicators (KPI's) set for the business and personnel?	* Copy of Business Plan * Copy of personnel KPI's				* Ensure current business plan is available * Ensure an example of personnel KPI's is available	Requires further information
5	4.23	Are roles and responsibilities defined?	* Copy of Org Chart * Identification of role with responsibility to manage H&S				* Ensure org chart is available and responsibility for HS Management is assigned to a role.	
6		Please provide Safety Statistics for the past three (3) financial years? * Note: Complete Tab Section 4. "Safety Statistics" in Table 1 and Table 2.	* Copy of Safety Statistics				* Ensure Safety Statistics section 4 is completed including Total Recordable Injury Frequency Rate (TRIFR)	Compliant
					Compliant			