



Policy for the Selection and Management of Sub Contractors

Compressed Air Solutions Ltd is fully committed to the safe selection, management and control of sub contractors. This policy will be reviewed on an annual basis.

Initial Assessment

Prior to commencing any work, subcontractors are required to complete a sub contractor questionnaire, incorporating health & safety, environmental management and quality management, to determine the following:

- Competency and ability for contract fulfilment, particularly qualifications and training
- Health and Safety Management and commitment to continual improvement
- Environmental Management and commitment to continual improvement
- Quality Management and commitment to continual improvement
- Supplier commitment to reducing modern day slavery

Sub-contractors will be/may be asked to provide the following information/supporting documents:

- Insurance
- Health and Safety Policy (where applicable – 5 or more employees)
- Environmental Policy
- Certificates
- Training records
- Risk Assessments (where applicable)
- Method Statements (where applicable)
- References
- Disclosure of enforcements
- Evidence of workers eligibility to work in the UK

On Site Management

Where the sub-contractor is providing labour-only they will be required to:

- Attend all inductions and meetings as instructed by CAS or the main contractor
- Work to CAS RAMS, which will be supplied by the CAS Project Manager/Site Supervisor
- Adhere to all site-specific safety and environmental requirements
- Complete CAS tool-box talks to maintain health and safety/environmental awareness
- Be subject to CAS site inspections, both formal and informal, which will be undertaken by the Project Manager/Site Supervisor
- Be subject to on-site drugs and alcohol testing in line with client/main contractor site specific health and safety requirements; to help reduce accidents and incidents due to impaired performance caused by drugs and alcohol

Review By:	CS/MS/LS	CS/MS/LS	CS/MS/LS	CS/MS/LS	CS/MS/LS	CS/MS/LB	CS/MS/LB
Date	01/09/2014	27/08/2015	17/08/2016	26/08/2016	04/08/2017	13/08/18	17/02/2020



Where the contractor is not providing labour only, the subcontractor will be required to:

- Attend all inductions and meetings as instructed by CAS or the main contractor
- Work to their RAMS submitted to the CAS Project Manager prior to commencement
- Adhere to all site-specific safety and environmental requirements
- Be subject to CAS site inspections – both formal and informal
- Be subject to on-site drugs and alcohol testing in line with client/main contractor site specific health and safety requirements; to help reduce accidents and incidents due to impaired performance caused by drugs and alcohol

Non-Compliance

Should a sub-contractor fail to comply with CAS or site-specific safety and environmental instructions, they will be removed from site pending an investigation and where necessary excluded from any present or future contracts.

Continual Improvement

Sub contractors are required to complete the questionnaire on an annual basis and all forms must be returned prior to re-commencing work on behalf of Compressed Air Solutions Ltd.

A handwritten signature in black ink, appearing to read 'M Scott', is written over a faint, illegible background.

Signed:

Mark Scott, Managing Director
17th February 2019

Review By:	CS/MS/LS	CS/MS/LS	CS/MS/LS	CS/MS/LS	CS/MS/LS	CS/MS/LB	CS/MS/LB
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