



Introduction: Please read carefully BEFORE completing questionnaire.

The Health and Safety at Work Act 1974 requires employers and others in control of premises to ensure the safety of employees and others who work or visit there. The Management of Health and Safety Work Regulations 1999 also require those in control of premises to cooperate with contractors or self-employed persons to ensure that they are not exposed to unacceptable health and safety risks.

All Park Holiday Contractors will be reviewed on a regular basis and successful completion will lead to your company being maintained on the approved contractors list.

If you have already achieved a full accreditation through one of the SSIP members schemes (Chas, Altius, etc.) it will only be necessary to provide the following information.

Section 1 and 2 of this form completed.

A copy of the accreditation certificate of the scheme - clearly showing expiry date.

Details of other SSIP members recognised schemes can be found at: <http://www.ssip.org.uk>

Section 1 - General information about the company:

Company Name:

Full Address:

Contact Name:

Contact Details: Tel/Email

Full description of the nature of the company's work:

Does your organisation carry out the role of Principal Contractor?

Number of direct employees (not sub - contractors)

Section 2 - Insurance:

Please supply copies of the following documents.

A current Public Liability insurance document with minimum cover to the value of £5m

A current Employer's Liability insurance document with minimum cover to the value of £10m

Section 3 - General documentation:	
Please provide the following information.	
Your company's Health & Safety Policy (If you employ 5 or more people)	
A current, signed and dated Health & Safety Policy Statement.	
Full details of any external Health and Safety consultants that you use.	
Section 4 - Training & Certification.	
Please provide the following information and copies of in date certificates.	
Trade Bodies	
Proof and evidence of any accreditation that you hold e.g. Gas Safe, NICEIC, ECA etc.	
Health & Safety Training.	
CSCS card accreditation (Include Certificates)	
First Aid Training.	
Provide details and certificates as evidence/proof of any First Aid training.	
Other Training.	
Asbestos Awareness.	
Use of Plant	
Specific Tools	
Other	
Section 5 - Accidents.	
Details of the number, type of ALL RIDDOR reportable accidents, incidents and diseases within the last 3 years.	
Details of ALL non-lost time accidents and any civil claims within the last 3 years.	
Details of how accidents and incidents are investigated - including follow up actions to prevent recurrence.	
Section 6 - Prosecutions & notices:	
Full details of Any/All prosecutions and convictions under Health & Safety legislation within the last 5 years.	
Full details of Any/All improvement or prohibition notices issued against the company within the last 5 years.	
Section 7 - Control of work:	
Details of how Health & Safety is supervised when working on site.	
Details of what welfare is provided on site - for use by operatives.	
Copies of PREVIOUSLY USED Risk Assessments and the corresponding Method Statement.	
A copy of a PREVIOUSLY USED permit to work (e.g. Hot Works, Work at Height etc)	
Provided by you to an employee.	
Provided to you by a site.	
Details of how you assess and control COSHH materials.	
Details of how you assess and control working at heights.	
Details of your procedure for controlling and disposing of waste material from site.	