

Introduction:

The purpose of this document is to assist us in assessing the capability of your company to effectively control risks to the environment and safety, health and welfare of your employees and others who may be affected by your work operations, in accordance with current legislation.

Name of Person Completing Form:	
Date:	
Company Name:	
Address:	
Telephone No:	
Email:	
Contact person for additional information:	

Note:

Failure of the Service Provider to successfully complete or where the Service Provider has been assessed as not fulfilling the requirements, the Service Provider will be excluded from works.

Services and roles for which we wish to be considered suitable to undertake on behalf of the University of Limerick (Tick appropriate box)		Sections required	Tick to confirm complete
All Applicants (including Service Providers/ Consultants etc.)	☐	1	☐
Designers	☐	1 & 2	☐
PSDP (Project Supervisor Design Process)	☐	1 & 3	☐
PSCS (Project Supervisor Construction Stage)	☐	1 & 4	☐

SECTION 1.0				B&E – use only
1.1	Declaration of Competence: <i>This Company declares that it is competent to perform/provide the service as detailed in above and has a thorough knowledge of the requirements of the current Safety, Health and Welfare at Work Acts and Regulations and if appointed to do so, is insured and competent to perform the duties as detailed in the current Safety, Health and Welfare at Work (Construction) Regulations 2013.</i>			☐
	Name:			
	Signature:			
	Position			
	Contact No:			
	Email:			
	Date			
1.2	Insurance: Entity Insured (The name stated on your policy)			☐
	Public Liability Coverage (Note: Min cover required on any one incident €6.5 m.)	Limit:		
	Employers Liability Cover (Note: Min cover € 13m.	Limit:		
	Professional Indemnity (Where Professional Indemnity insurance is required)	Limit:		
	Indemnity to University of Limerick: All Service Providers are required to provide a specific indemnity to the University of Limerick	Indemnity in place? Yes ☐ No ☐		
	Limitations: You are required to detail any specific limitations on your insurance coverage which will impact your works (e.g. you are not permitted to work in excavation >2m or height >15m			
1.3	Proposed Works / Service Detail the services and works which you and your company can provide to the University:			☐
1.4	Experience You are required to supply details in the below form of <u>2 similar projects</u> you have carried out in the last 3 years. (Further detail will be requested if required)			
	Project No. 1			
	Site / Project / Service			☐
	Brief Description			
	Role(s) of firm in delivery			
	Project Value			
	Start Date	Finish Date		
	Reference details			

	Contact Company		Contact Name		
	Contact Number		Contact Email		
	PROJECT No. 2				B&E Use Only
	Site / Project / Service				☐
	Brief Description (< 25 words)				
	Role(s) of firm in delivery of the project				
	Project Value				
	Start Date		Finish Date		
	Reference details				
	Contact Company		Contact Name		
	Contact Number		Contact Email		
1.5	Health & Safety Competence				
	Who is responsible for Safety in your organization?				☐
	Qualifications & experience of responsible person				
	Safety Statement – Please submit a copy (note: BeSmart / SMP20 / Safe T Cert / ISO are all acceptable)		You must supply a copy of the following;	Supplied	☐
			Safety Statement / Equivalent	☐	
			Signed Policy	☐	
	How do you intend to manage the safety of your works on site (< 50 words)?				☐
	Alternatively, supply a copy of your proposed Risk Assessment/ MS / SSWP				
	How do you assess the competency of any designers or contractors that are engaged by your company (<50 words)?				☐
1.6	Accidents / Incidents				
				Details and Actions taken to address reportable incidents	
	HSA Recordable < 3 years	#			
	HSA Dangerous occurrences <3 years	#			
	Safety Enforcement Notices	#			
1.7	Safety Training-Provide details of the type of training your staff have completed				
	Site management team				☐
	Site Operatives				☐

SECTION 2: DESIGNERS
**B&E Use
Only**

	Evidence of completed Design Risk Assessments (>50 words) (Short description is required on the process used to complete design risk assessments taking account of the general principles of prevention) Copy of completed Design Risk Assessments for a similar project must be attached.		☐
--	--	--	--------------------------

SECTION 3: PSDP – PROJECT SUPERVISOR DESIGN PROCESS

	Describe how you will coordinate a designer's input.		☐
	How will you collate all information for the Safety File		
	Attach a copy of a completed Preliminary H&S Plan (for a project of similar size & nature)		☐
	Describe the Procedure you use in dealing with non- adherence to Design Requirement		☐

SECTION 4: PSCS – PROJECT SUPERVISOR CONSTRUCTION STAGE

	Describe how you will coordinate Site Construction activities		☐
	Attach a copy of Completed; Safety & Health Plan		☐
	Describe how you monitor the compliance of contractors		☐

Submission Approved

Signed Client

Date
