



OPW

Office of Public Works
Arterial Drainage Maintenance & Construction Services

CONTRACTORS RULES

Rev 6 - 0520

Project Title: _____

Site Name: _____

Site Contact: _____ **Tel:** _____

To comply with current health and safety legislation the OPW will require you to supply the following information:

- 1) Evidence of your company's current and up-to-date Safety Statement.**
- 2) Proof of current Public Liability Insurance cover.**
- 3) Proof of current Employer Liability Insurance cover.**
- 4) Risk Assessments and Method Statements for on-site work, which should detail works to be carried out while on-site.**
- 5) Any contracts subsequently awarded require the appointed Company to ensure compliance by their staff / agents / contractors with all of the above.**

Please forward the above documents for the attention of the undersigned. All changes in the above documents or circumstances of cover **must** be notified to this office.

If you have any queries or need any further information, do not hesitate to contact the above office

CONTRACTOR SITE RULES

All Contractors MUST:

- 1) Report to site supervisor prior to entering site, and receive site induction recorded on PRA form before commencement of works.
- 2) Cooperate with the Project Supervisor Construction Stage (PSCS) to enable the project supervisor to comply with relevant statutory provisions.
- 3) Ensure that their employees are competent and adequately resourced to perform their roles.
- 4) Provide information to the PSCS about risks to others created by their operations.
- 5) Comply with any reasonable directions from the PSCS and with any relevant provisions in the Health and Safety Plan.
- 6) Inform the PSCS of any accidents/incidents or dangerous occurrences.
- 7) Bring these rules to the attention of their employees.
- 8) Ensure all plant and equipment meets current legal requirements and have statutory certificates available for inspection on arrival on site and subsequently as requested.

Contractors' employees / agents / subcontractors working on or delivering materials to OPW sites MUST comply with the following:

- 1) Have in their possession a Safe Pass card or proof of completion of a Safe Pass course as per SOLAS guidelines.
- 2) Report to site supervisor prior to entering site.
- 3) Read and sign the site specific Project Risk Assessment & Safety Plan.
- 4) Abide by all safety instructions issued.
- 5) Observe all safety notices and signs.
- 6) Wear steel toe capped footwear at all times.
- 7) Wear safety helmet at all times.
- 8) Wear reflective jacket or waistcoat at all times.

Plant Operators MUST:

- 1) Have a current Construction Skills Certification Scheme (CSCS) card or recognised equivalent in their possession at all times.
- 2) Ensure that their plant item or vehicle is:
- 3) Checked before use and is safe to operate.
- 4) Not left unattended while running.
- 5) Parked in a safe manner when not in use.
- 6) Report all operational problems to OPW site supervisor.

THE UNDERSIGNED HAS READ & UNDERSTOOD THE CONTRACTORS RULES AND PROVIDED ALL NECESSARY DOCUMENTATION AS OUTLINED ABOVE

Print Name: _____

Company Name: _____

Signed: _____

Date: _____