**Sub-Contractor Pre-Qualifier Questionnaire**

*Bristow Projects is committed to maintaining a safe and healthy working environment through the active participation and support company Sub-Contractor Management Program. As part of our commitment to this program, we must pre approve those who may be providing Bristow Projects with contracted services.*

*As part of the pre-qualification process, we require that you provide us with a copy of the requested documentation and completed the questionnaire.*

1. **Documentation Request**

* The table of contents of your current HSE Manual
* A WCB clearance letter
* A certificate of liability insurance and auto insurance (containing a minimum of 2,000,000.00 general liability)
* A SECOR or COR certificate (if applicable)
* Company Safety Statistics for the past two years
* ISNetworld and/or ComplyWorks account verification

1. **Sub-Contractor Health, Safety and Environment Questionnaire**
2. Does your company have a written health and safety program?

Yes  No

1. Does your company have a recognized safety program that has received a SECOR or COR?

Yes No

1. Are senior management, supervisors and employees aware of the HSE manual contents?

Yes No

1. Has your company developed safe work practices and safe job procedures for the tasks performed?

Yes No

1. Do the managers, supervisors and employees comply with the provincial OHS and WCB regulations applicable to your companies work activities?

Yes No

1. Does your company ensure that management, supervisors and employees understand their specific health and safety responsibilities?

Yes No

1. Do management and supervisors conduct formal site inspections?

Yes No

1. Does your company have a policy that outlines responsibilities and frequency for formal site inspections?

Yes No

1. Has your company developed a preventative maintenance program for equipment and vehicles?

Yes No

1. Does your company have a formal hazard assessment program that identifies tasks, hazards and corrective action and prioritizes risk?

Yes No

1. Does your company have a process for reporting incidents, accidents and near misses including injuries, equipment/property damage, spills/releases, fire/explosion, near misses?

Yes No

1. Are follow-up reviews of all reported incidents performed on the senior management level?

Yes No

1. Does your company conduct audits of the health and safety program to ensure its effectiveness?

Yes No

1. Does your company perform a pre-job hazard assessment and safety meetings that are documented and include all project personnel?

Yes No

1. **Sub-Contractor Acknowledgement**

The preceding information is correct and accurate to the best of my knowledge. As an authorized representative of my company, I acknowledge that my company and representatives within will comply with all policies, rules, procedures and regulations applicable to our operation.

Sub-Contractor Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sub-Contractor Rep Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sub-Contractor Rep Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact E-Mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Acknowledgement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_