

Contractor Competency

Contractor Competency Checklist

Principal Contractor	Sub-Contractors	
✓		Your company has provided the University of York with evidence of prequalification with a registered member of the Safety Schemes in Procurement (SSIP) e.g. CHAS, Safe Contractor.
✓		Your company's chief executive officer or their nominated representative has within the last 12 months signed and returned the acknowledgment slip from the University of York Policy and Management Procedure 'The Control of Contractors Management Procedure'.
✓		Your company has provided the University of York with evidence that you are insured as set out in section 8.24 of the University of York Policy and Management Procedure 'The Control of Contractors Management Procedure'.
✓	✓	Your company has provided evidence to the University of York, Estates Services, Asbestos Manager, that you, as well as any other company operative attending the University site, have undertaken appropriate UKATA accredited asbestos awareness training within the last 12 months.
✓	✓	You, as well as any other company operative attending the University site, have attended the Estates Services Contractor Induction briefing/assessment and signed a copy of the University of York, Site Rules for Contractors and Suppliers.
✓	✓	You, as well as any other company operative attending the University site, are certified as a competent person by the University of York, Estates Services, Electrical Engineer, if your work involves the self-isolation of low voltage electrical equipment.
✓	✓	Site admittance.

Please send the requested information to the University of York, Facilities Helpdesk team via e-mail at fm-helpdesk@york.ac.uk prior to carrying out any contracted works on the University site.

Please note that you can obtain a copy of the University of York Policy and Management Procedure 'The Control of Contractors Management Procedure' via the main menu of the web link used to access this checklist. The contents of the webpage also include:- guidance notes that provide further details of our requirement, all the necessary related documentation and other useful information such as parking arrangements at the University.

Please contact the Facilities Helpdesk on 01904 32 5555 if further guidance is required.