



PREQUALIFICATION ASSESSMENT RESULT FOR

Spunlite Poles / Windsor Urban

ADDRESS

611 Halswell Junction Road

Christchurch

REGISTRATION EXPIRY DATE:

03 August 2021

CONTACT DETAILS

Sam Terrell
021942114

LAST ASSESSMENT SUBMIT DATE:

21 July 2020

NO	QUESTION	ASSESSED LEVEL	RESULT	COMMENTS
1	What insurances does your business hold?	Valid insurance documentation provided	10/10	- Expiry 30/06/2021 - Expiry 30/06/2021 Valid insurance policy/certificate provided, dates verified, thank you.
2	Please provide a copy of your company's Health and Safety Policy and Procedures.	Comprehensive and valid Policy and Procedures document provided	15/15	A valid, signed and dated copy of your companies Health & Safety Policy and Procedures has been supplied, thank you.
3	How often are health and safety meetings or briefings held?	Weekly or greater with minutes recorded	10/10	Examples provided verify that weekly Safety meetings are held, thank you.
4	Do you investigate all incidents and have a process to record incidents including near misses?	All incidents, regardless of the level or type are investigated, recorded and discussed with staff	20/20	Good use of Accident/Incident register. Examples of investigations including closeout received, thank you.
5	How do you manage the safety of sub-contractors you engage?	Checklist used, reviewed and followed up with the contractor	15/15	The evidence provided indicates there is a process in place to adequately manage contractors you engage, well done.
6	Are you and your workers trained and competent for all aspects of the work you	Comprehensive health and safety and industry training including competency levels	15/15	Register containing records of basic training, first aid and trade skills viewed. Also evidence of

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	are/will carry out?	with evidence of updates		leadership course attended, thank you.
7	How do you record hazards and risks in your workplace?	Comprehensive and Site/Job specific hazard register	25/25	Detailed master risk register viewed including review dates, thank you.
8	What inspections do you carry out for the work you do?	Comprehensive inspections with records showing reviews and updates	15/15	Regular inspections viewed, including evidence of follow-up and actions taken to remedy identified issues, (3-4) examples provided. Well done.
9	How do you plan for high risk or critical risk activities?	Detailed task analysis, JSA or SWMS including risk assessment and discussed with those involved with the work	15/15	Completed Task Analysis provided. Signed by staff involved in development and communication via tool box meeting. Great effort.
10	How do you monitor the health of workers who are, or may be exposed to hazardous conditions, products or substances due to the work they carry out?	Regular health monitoring or evidence of monitoring in the last 12 months	10/15	Evidence of regular health monitoring sighted. To improve on this result, evidence that pre-employment checks are also conducted, needs to be verified. If no new employees, please supply a copy of your pre-employment policy around health monitoring. NOTE: ACC claims history does not indicate NOTE: it is appropriate to redact names of individuals for privacy baseline assessment of health
11	If you use or store hazardous substances, products or materials, please provide evidence of how you manage this aspect of your business?	Comprehensive hazardous substances Inventory/register, SDS sheets and SOP's T/A etc covering safe handling and application	15/15	Comprehensive management plan including register and inventory of hazardous products and their use has been supplied, including SDS sheets. Well done. NOTE: You should also demonstrate evidence of management plan including handling and training / Safe Operating Procedure's
12	Has your company been investigated by Work Safe NZ, Civil Aviation or Maritime NZ in the last 5 years?	Not Applicable		Company has advised that no investigations by Work Safe (Formally OSH, DOL) have been carried out in the last 5 years.

ASSESSOR'S OVERALL COMMENTS

Thank you for the evidence submitted, well done. Congratulations on achieving SiteWise green status again

If you require further assistance, please contact the site wise administrator or follow the links to find our video tutorials.
<https://www.sitesafe.org.nz/products-and-services/sssp/>

TOTAL SCORE		165 out of a possible 170
TOTAL SCORE		97%