

Form 4

Contractor Site Health and Safety Plan

To be completed by the Contractor prior to work commencing or where any significant change to intended work is made.

Contractor: _____

Description of Work: _____

Site and Contact Details	
Name of Site Manager working on site.	
Contact Number of Site Manager	
Site Location	
Proposed start work date.	
Proposed finish work date.	
Health and Safety Contact (if not Site Manager)	

Conditions & Requirements	Reference / Comment	Audit Check	
Job Hazards & their Risks attached.			
All Contractors & Sub-contractors inducted into Craggy Range in last 12 months.			
Control Measures to be implemented.			
Work Permits required			
WorkSafe Notifications completed			
Critical Work Activities to be Task Analysed (attach analysis)			
Contractors Inspection/ Audit Schedule			
Incident Reporting Schedule			
Safety Facilities to be provided			
Emergency procedure			
Communication methods with Craggy Range			
Communication methods with staff and Sub-contractors			
Hazardous Substances to be introduced onto site. Attach MSDS			

C R A G G Y R A N G E

VINEYARDS LTD

First Aid & Fire-fighting equipment on site.			
Personal Protective Equipment supplied			
Names of Sub- Contractors supplied			
The requirements on the last page of this form & the Contractor Management Procedure have been agreed & will be complied with.			

Other requirements: _____

Note: Any deficiencies identified during the auditing of the Contractor Plan should be noted and attached to the Plan.

Signed by Contractor (or delegated representative)

Name: _____

Signature: _____

Date: _____

Approved by Craggy Range Job Manager

Name: _____

Signature: _____

Date: _____

General Health and Safety Conditions

All Contractors and sub-contractors shall comply with the Health and Safety at Work Act 2015 and will ensure that:

- The PCBU shall be the “person in control of the work” for the purpose of the Act.
- Any Sub-contractors engaged are on the list of approved contractors held by Craggy Range, this list is available from the Job Manager.
- All workers employed on site have been inducted and comply with the “Contractor Management Procedure” and have completed an induction.
- With the exception of these specific health and safety requirements, the Contractors Health and Safety Policy is to be followed.
- A site specific plan is to be completed and kept on site at all times during the operation of the contract.
- A list of risks, hazards and control measures that are specific to the work being carried out and the area in which work is being conducted in, is available on site at all times.
- Workers employed on the site are adequately qualified and trained in their respective duties with training records and certification to be available on request.
- All instructions issued by Craggy Range in relation to operational procedures are complied with.

Any accidents, incidents or near-misses that occur while engaged on the contract are reported to the Craggy Range Job Manager immediately.