

OHS QUESTIONNAIRE

INSTRUCTIONS

1. To be completed by ALL Contractor Employees
2. 100% Pass Mark Required
3. Complete 6. *Contractor Employee Training Register*
4. Keep this completed questionnaire for audit purposes.

Name (Print): _____ Induction Date: _____ / _____ / 20____

Company Name: _____

1. Who is responsible for identifying all OHS Acts, Regulations, Codes of Practice and Standards that are applicable to the scope of works being undertaken by the contractor?

- ☐ Contractor
☐ UGL Services
☐ Client

2. Are contractors required to conform with Client OHS Policies and Procedures?

- ☐ Yes
☐ No
☐ Only if requested to do so by UGL Services or the Client.

3. The contractor must ensure that all personnel who perform work on behalf of their organisation have the appropriate skills, competencies and licences to perform that work.

- ☐ True
☐ False

4. When must a hazard identification / risk assessment be performed?

- ☐ Prior to performing any task.
☐ Only on hazardous tasks
☐ Only when requested by UGL Services or the client.

5. What incidents must be reported to UGL Services?

- ☐ Injury requiring attention by a doctor
☐ When a client's property is damaged
☐ When requested to by the client
☐ All of the above

6. All services are to be carried out in a timely and diligent manner without regard to any interruption that may be caused to the clients business operations.

- ☐ True
☐ False

4. Contractor Employee OHS Questionnaire

SH-02-ST004



7.	It is a requirement of my contract that I may be subject to an Audit / Inspection at any time, the purpose of which is to determine compliance to applicable security and OH&S requirements.
	<input type="checkbox"/> True <input type="checkbox"/> False
8.	The contractor is responsible for ensuring that their operations comply with local, state and federal statutory requirements as applies to their undertakings. In general these responsibilities include, but are not limited to:
	<input type="checkbox"/> To ensure that there are safe systems of work <input type="checkbox"/> To ensure that safe plant, equipment, tools and material are used at the work site <input type="checkbox"/> To ensure that employees are provided with information, instruction, training and competent supervision <input type="checkbox"/> All of the above
9.	The contractor must obtain prior approval from UGL Services and the client PRIOR to starting which activities?
	<input type="checkbox"/> Access to roof areas <input type="checkbox"/> Bringing of hazardous substances (chemicals) to site <input type="checkbox"/> Confined space entry <input type="checkbox"/> Creating of surface penetrations <input type="checkbox"/> Construction work <input type="checkbox"/> Hot work <input type="checkbox"/> Impairment of fire detection / protection services <input type="checkbox"/> Isolation of any services <input type="checkbox"/> Work on gas installations <input type="checkbox"/> All of the above
10.	All contractors must ensure that the execution of its work does not:
	<input type="checkbox"/> Place any person at risk of injury / disease, cause damage to plant, property of the environment. <input type="checkbox"/> Have an adverse impact or cause inconvenience to any person. <input type="checkbox"/> Limit the ability of the Client's personnel or members of the public to use the facilities of the client. <input type="checkbox"/> All of the above <input type="checkbox"/> None of the above
11.	UGL Services is responsible for the disposal of all waste materials generated from contractor work activities. Waste materials may be placed in client waste bins or disposed of in non-approved refuse disposal areas.
	<input type="checkbox"/> True <input type="checkbox"/> False
12.	The contractor is responsible for providing the necessary personal protective clothing and equipment (PPE) to their employees. This responsibility also includes the requirement to maintain the PPE in good condition and ensuring that personnel have received instruction on how to maintain it correctly.
	<input type="checkbox"/> True <input type="checkbox"/> False

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13. It is the Contractors responsibility to ensure that while working at the clients premises that the work area is maintained in a clean and safe condition, such that employees, Client personnel or members of the public are not put at risk of injury or disease.

☐ True
☐ False

14. Where risk assessments are found to be sub-standard or where work practices are not complying with the risk assessment, the contractor will not be permitted to commence or continue with the works until the risk assessment or work activities meets the required standard.

☐ True
☐ False

15. Prior to the commencement of work, who is responsible for ensuring that provisions are available for prompt treatment to your employees in the event of an injury?

☐ Contractor
☐ UGL Services
☐ Client
☐ All of the above

16. When entering a client occupied premises you must? (Tick correct answers)

☐ Inform the client representative that you have arrived, the work to be undertaken and sign the visitors register.
☐ Proceed directly to the work site and commence work

I certify that I have completed the above questionnaire.

Signature: _____