

Contractor Management Policy

Subcontractors employed by Amalgamated Pest Control will comply with the company's **Health, Safety, Security and Environment (HSSE)** systems and relevant Government legislation.

Amalgamated Pest Control is committed to continual improvement in contractor management systems.

The management of subcontractors may be defined as the total management of all companies providing contracting services to Amalgamated Pest Control ensuring full and total compliance to high standards of Occupational Health, Safety and Environmental practices.

We acknowledge the need to examine individual contracts to ensure that we have the equipment, environment, trained personal, standard work procedures and appropriate personal protective equipment to complete the job safely.

⌘ Objectives

- To provide and promote a safe working environment for all subcontractors/contractors.
- To develop a mutually beneficial working relationship between all parties.
- To ensure that the essential guidelines for the major client are always adhered to.
- To establish commitment for the prevention of accidents and injuries at work, in accordance with the Amalgamated Pest Control Occupational Health and Safety Policy.
- To ensure all Hazards and Risks associated with the subcontractor are identified and effectively managed.
- To notify the Amalgamated Pest Control Manager of any injury or illness as soon as possible while on the nominated site.

⌘ Policy

Amalgamated Pest Control will put procedures in place to manage our legal and moral obligations concerning a safe and healthy working environment for external personnel and will endeavour to effectively control the risks involved whilst working either on or off site.

To ensure the safety of all persons performing work for or on behalf of the organisation, the following activities will be undertaken.

⌘ Amalgamated Pest Control will:

- Include appropriate OHS/HSSE clauses in all contracts to remind personnel of their OHS/HSSE obligations and legislative requirements as applied to the work under the contract, including the OHS/HSSE requirements of the clients of Amalgamated Pest Control.
- Ensure particular risks associated with the work site will be effectively communicated to all personnel performing work on behalf of Amalgamated Pest Control.
- Provide information regarding site specific and standard work procedure which apply to APC personnel and will communicate these to all personnel involved prior to the commencement of work under the contract.
- Ensuring that management, supervisors and employees are conversant and trained in this policy and follow the procedures outlined in this procedure.
- Ensure all subcontractors receive appropriate training to effectively and safely manage all tasks associated with a specific contract.

⌘ All managers must ensure that:

- All policies and procedures regarding prequalification, selection, management and retention of contractors are followed.

⌘ All sub-contractors must:

- Operate under the OHS/HSSE policies and procedures of Amalgamated Pest Control, including periodic audit and compliance checks.

⌘ All employees must:

- Ensure all policies and procedures established by Amalgamated Pest Control and Branch Managers and supervisors in relation to contractor management are followed.

⌘ Review

This policy will be regularly reviewed in the light of legislation and company changes.

Policy Authorised by:



Date: 1 October 2016