

# Wilson & Mawhinney

Est 1978

73 Liminary Road, Ballymena, Co. Antrim BT42 3HN Office Telephone: 028 2564 9537 Mobile: 07884 185 696 Email: samwilson@wilsonandmawhinney.com

## SUBCONTRACTOR APPROVAL APPLICATION

**You will not gain access to any Wilson & Mawhinney projects until this form is completed and approved**

This questionnaire is used to assess your suitability as a subcontractor for Wilson & Mawhinney.

Please answer all questions accurately. Incomplete questionnaires will be returned.

If you need more space or have other information to provide, please attach to the end of this document.

*Please do not hesitate to contact us if you have any questions or concerns about this questionnaire.*

Project	
Organisation name	
Address (inc. postcode)	
Telephone	
Email	
Description of service	

Please ensure that you attach ALL the following items with this questionnaire or it will be rejected:

- Employers Liability Insurance (minimum £10 million)
- Public/Products Liability Insurance (minimum £2 million)
- Other relevant insurances
- Project specific risk assessments
- Project specific method statement (if required by risk assessment)
- Copy of relevant CSR or other health and safety certificates

1. Do you have a certified health and safety management system e.g. OHSAS 18001 or Safe-T-Cert?  
*If yes, please attach copy of current certificate and proceed to question 9. Yes / No*
  2. How many accidents has your organisation had over the last three years? \_\_\_\_\_  
Please attach details of any accidents that were reportable as required by RIDDOR.
  3. Have HSE or any other enforcement body taken any enforcement action against your organisation in the last three years? If yes, please attach details. **Yes / No**
  4. Have you 5 or more employees? **Yes / No**  
If yes, please attach copy of your health and safety policy 'statement' (not the complete policy).
  5. Who is ultimately in charge of health and safety in your organisation?  
(Please attach a copy of their responsibilities, experience and training)
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Please ensure that **this form and all requested items** are returned promptly to email subcontractors@wilsonandmawhinney.com or to our Head Office directly

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6. Who is in charge of day to day health and safety on site in your organisation?  
(Please attach a copy of their responsibilities, experience and training)

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7. How do you make sure that your operatives (inc. subcontractors) are working safety on site?

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8. What health and safety training do you provide for your operatives (inc. subcontractors), especially young people or new starts? (Please attach details of their experience and training)

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9. Wilson & Mawhinney is the Principal Contractor for this project and we are committed to delivering an exceptional service to our Client and their Design Team.

Do you agree to work within the requirements of our construction programme?	Yes / No
Do you agree to work in accordance with the costs agreed with us?	Yes / No
Do you agree to achieve the specification and standard of workmanship required?	Yes / No
Do you agree to comply with our health and safety management system?	Yes / No
Do you agree to comply with our environmental management system?	Yes / No
Are you registered on the Construction Industry Scheme (CIS)?	Yes / No

The Wilson & Mawhinney Site Manager is in charge of this site and your organisation will report to and be accountable directly to him. The Wilson & Mawhinney Operations Director is responsible for this project.

Your name \_\_\_\_\_ (BLOCK CAPITALS)

Your job title \_\_\_\_\_ (BLOCK CAPITALS)

Please sign here \_\_\_\_\_ Date \_\_\_\_\_

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Completed by Wilson & Mawhinney \_\_\_\_\_ Number of pages attached \_\_\_\_\_

This Subcontractor Approval Application is approved / rejected by Sam Wilson – Operations Director.

Signature \_\_\_\_\_ on \_\_\_\_\_

Received by the Site Manager \_\_\_\_\_ (BLOCK CAPITALS)

Signature \_\_\_\_\_ on \_\_\_\_\_

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