

Checklist for Contractor Health & Safety Documentation



**Johannesburg HOMEMAKERS Expo 27 February – 1 March 2020
Ticketpro Dome**

All companies doing specialized, double storey or out of the ordinary stands require their own safety files, safety equipment and certification for rigging and building over 2.5 meters.

Contractor:		Event:	
Responsible Person:		Project (Site) Manger:	

No	Description	Comment	Yes	No	N/A
1	Company health & safety policy				
2	Proof of company public liability cover				
3	Letter of good standing issued by the compensation commission				
4	Tax clearance certificate - note expiry date				
5	Proof of training & inductions				
6	Proof of training for work at height if applicable				
7	Details of training in the use of MEWP if applicable				
8	Generic risk assessments				
9	Details regarding the use of personal protective equipment				
10	Detailed injury reporting procedure				
11	Signed Contractor's Agreement valid for one year				
12	Details of the site safety officer				