

This questionnaire is designed to help McAleer & Rushe Contracts UK Ltd assess the Health, Safety, Quality & Environmental standards that their suppliers are working to.

All suppliers that wish to be on McAleer & Rushe Contracts UK Ltd's preferred supplier list must complete this questionnaire in full.

This questionnaire and the required supporting documents should be forwarded to the Buying or Plant Department. This can be done via an email to supplier.approval@mcaleer-rushe.co.uk

It may be necessary to split a large email with attachments into multiple smaller emails to ensure they are not rejected by the email server.

Unsolicited applications will not be reviewed.

Section 1:	Company Details
Company Name:	
Street Address:	
Address:	
Town/City:	
Post Code:	
Country:	
Telephone No:	
E-mail:	
Nature of Business:	
Are you a member of any trade association? If so, please state.	
Director / senior manager responsible for Health and Safety? (name and title):	
Telephone No:	
E-mail:	

Is there an individual in your company responsible for quality management? Yes No

If yes, please provide contact details:

Name of advisor:

Telephone No:

E-mail:

Is there an individual in your company responsible for environmental management? Yes No

If yes, please provide contact details:

Name of advisor:

Telephone No:

E-mail:

Please provide copies of insurance certificate details including exclusions / restrictions in respect of: Employers Liability, Public Liability and Professional Indemnity (if required).

Can you confirm your insurance adequately covers the activities to be undertaken on this project? Yes No

If no, please state policy exclusions / restrictions where relevant

Please attach a copy of your Health, Safety & Welfare Policy & Statement to your application.

Section 2: Enforcements / Non-compliances

Has your organisation during the past 3 years been:

Please state the number over the last 3 years:

Served a Prohibition Notice	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>
Served an Improvement Notice	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>
Served a formal caution	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>
Prosecuted for Health & Safety offences	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>
Responsible for the Principal Contractor receiving a formal notice	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>

Is your organisation currently undergoing legal proceedings for Health and Safety offences? Yes No

Please give the number of reportable accidents, dangerous occurrences, and cases of ill health as defined under RIDDOR (UK), or HSA Form IR3 (ROI), which have involved your employees over the past 3 years.

Please attach :

- brief details of the RIDDOR/IR3 reportable incidents
- A copy of your accident reporting and investigation procedures

Section 3: PQQ and ISO Accreditation

Is your organisation registered with Achilles, an SSiP accredited body or do you have OHSAS18001 or ISO 45001 Certification? Yes No

If, Yes, please attach a copy of the accreditation certificate(s) and skip forward to **Section 5**

Section 4: Health and Safety Policy

Has your Health, Safety & Welfare Policy / Statement been reviewed within the last year? Yes No

Does it reflect your intention to commit to health and safety? Yes No

How is the Policy brought to the attention of your employees?

How do you check the competency of Subcontractors and of any third party contractors?

Section 5: Quality Assurance

Can you confirm that all products supplied to us meet all legal, technical and quality requirements? Yes No

For each product or item being supplied, please attach copies of:

- Declaration of Performance ✓
- Evidence of CE Marking ✓

(Each construction product covered by a European Harmonised Standard or for which a European Technical Assessment has been issued requires a Declaration of Performance and must be CE marked)

Is your organisation registered with Achilles or do you have ISO 9001 Certification? Yes No

If Yes, please attach a copy of the accreditation certificate(s) and skip forward to Section 6 ✓

If you don't have a third party accredited quality management system, are you working towards implementing one? Yes No

If Yes, please provide evidence of when certification is due to take place ✓

Please indicate steps you are taking to manage quality issues.

Please attach a signed copy of your Quality Policy Statement ✓

Do you feel your organisation is deficient in quality standards and would like guidance from McAleer & Rushe Contracts UK Ltd? Yes No

Section 6: Environmental Issues

Is your organisation accredited as ISO14001 compliant? Yes No

If Yes, please attach a copy of the accreditation certificate(s) and skip forward to Section 7 ✓

If you don't have a third party accredited environmental management system, are you working towards implementing one? Yes No

If Yes, please provide evidence of when certification is due to take place ✓

Please indicate steps you are taking to manage environmental issues.

Please attach a signed copy of your Environmental Policy Statement and Environmental Aspects Register ✓

Has your organisation ever received a formal caution for alleged environmental breaches? Yes No

If yes, please provide details of this.

Has your organisation ever been prosecuted for incidents involving pollution or other breaches of environmental legislation? Yes No

If yes, please provide details of this.

Do you feel your organisation is deficient in environmental standards and would like guidance from McAleer & Rushe Contracts UK Ltd? Yes No

Section 7: Sustainability

Is your company registered with the Considerate Constructor Scheme? Yes No
 (If yes, please provide evidence of registration and ID number)

If you are accredited to a sustainable sourcing and supply chain management standard, please identify the means by which it is audited:

BES6001 Responsible Sourcing of Materials Yes No

Any other Responsible Sourcing Accreditation Yes No

please provide details of this.

If you manufacture timber products, please confirm all timber products supplied are sourced from legal and sustainable sources with chain of custody certification Yes No

NB you will be required to ensure all delivery dockets state the COC code

Please attach copies of PEFC or FSC certificates. ✓

Section 8: Deliveries and Unloading

All service providers operating vehicles over 3.5 tonnes operating in London should be registered to FORS (minimum silver level accreditation) and vehicles should comply with CLOC's requirements. Also, within certain activity zones within London, vehicles must comply with the Ultra Low Emission Zone (ULEZ) requirements. The vehicle emissions standards e.g Petrol or Diesel Euro 6 or IV standard.

I can confirm that we have registered to FORS and achieved a minimum silver level Yes No N/A

I can confirm all vehicles will conform to the ULEZ requirements if applicable Yes No N/A

I can confirm that any applicable plant supplied within Greater London will meet the Non-Road Mobile Machinery Regulations Yes No N/A

NB: copies of suppliers FORS certificate, CLOC's compliance self-certification, ULEZ vehicle logs and NRMM compliance registers will be requested on each project.

All unloading of vehicles sent to site must comply with McAleer & Rushe's unloading procedure (MAR-HSP29). McAleer & Rushe will only accept deliveries that can be offloaded safely by our crane/logistics team. Any deliveries which are unsafely stacked or which are not able to be offloaded safely will be refused and turned away from site.

NB: All delivery drivers will be required to provide a copy of their training certificate, lifting plan and Certificate of Thorough Inspection for the lifting equipment provided by the supplier.

I can confirm all lifting equipment and operators provided will conform to the above requirements Yes No N/A

I understand that any deliveries I send to site must be safely stacked and able to be offloaded safely? Yes No N/A

Section 9: Give a brief overview of the products or services your company provides

Section 10: References

Please supply the names and addresses of 3 organisations for which you have supplied products in the past 3 years in order that we can take up references to prove your competence?

Reference 1

Name of contact:	
Company Name:	
Street Address:	
Address:	
Town/City:	
Post Code:	
Country:	
Telephone No:	
E-mail:	

Reference 2

Name of contact:	
Company Name:	
Street Address:	
Address:	
Town/City:	
Post Code:	
Country:	
Telephone No:	
E-mail:	

Reference 3

Name of contact:	
Company Name:	
Street Address:	
Address:	
Town/City:	
Post Code:	
Country:	
Telephone No:	
E-mail:	

Section 11: Signature

I declare the information provided within this questionnaire to be accurate and true.

Name: Date:

Signature: X Job Title:

For and on Behalf of:

Section 12: I confirm that the following documents are attached where relevant to my company's operations

Health and Safety Policy and Statement	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Insurance Certificates:		
Public Liability Insurance	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Employers Liability Insurance	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Professional Indemnity Insurance (if relevant)	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
OHSAS 18001/ISO 45001 (or other) Safety Accreditation Certificate	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
FORS certificate	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Quality Policy/Management Statement	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
ISO 9001 (or other) Quality Accreditation Certificate	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Declaration(s) of Performance and CE Certification(s)	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Environmental Policy/Management Statement	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
ISO 14001 (or other) Environmental Accreditation Certificate	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Responsible Sourcing Certification (e.g. BES 6001/CARES)	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
PEFC or FSC Certificates	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Copy of Accident Reporting and Investigation Procedures	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
Details of any RIDDOR's in the last 3 years	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>

Please return this completed questionnaire with documentation required to the Buying/Plant Department at McAleer & Rushe Contracts UK Ltd.

Review by McAleer & Rushe Contracts UK Ltd

Questionnaire reviewed for and on behalf of McAleer & Rushe Contracts UK Ltd by:

Name: Date:

Signature: Job Title: