

Contractor Appointment & Selection Policy

Introduction

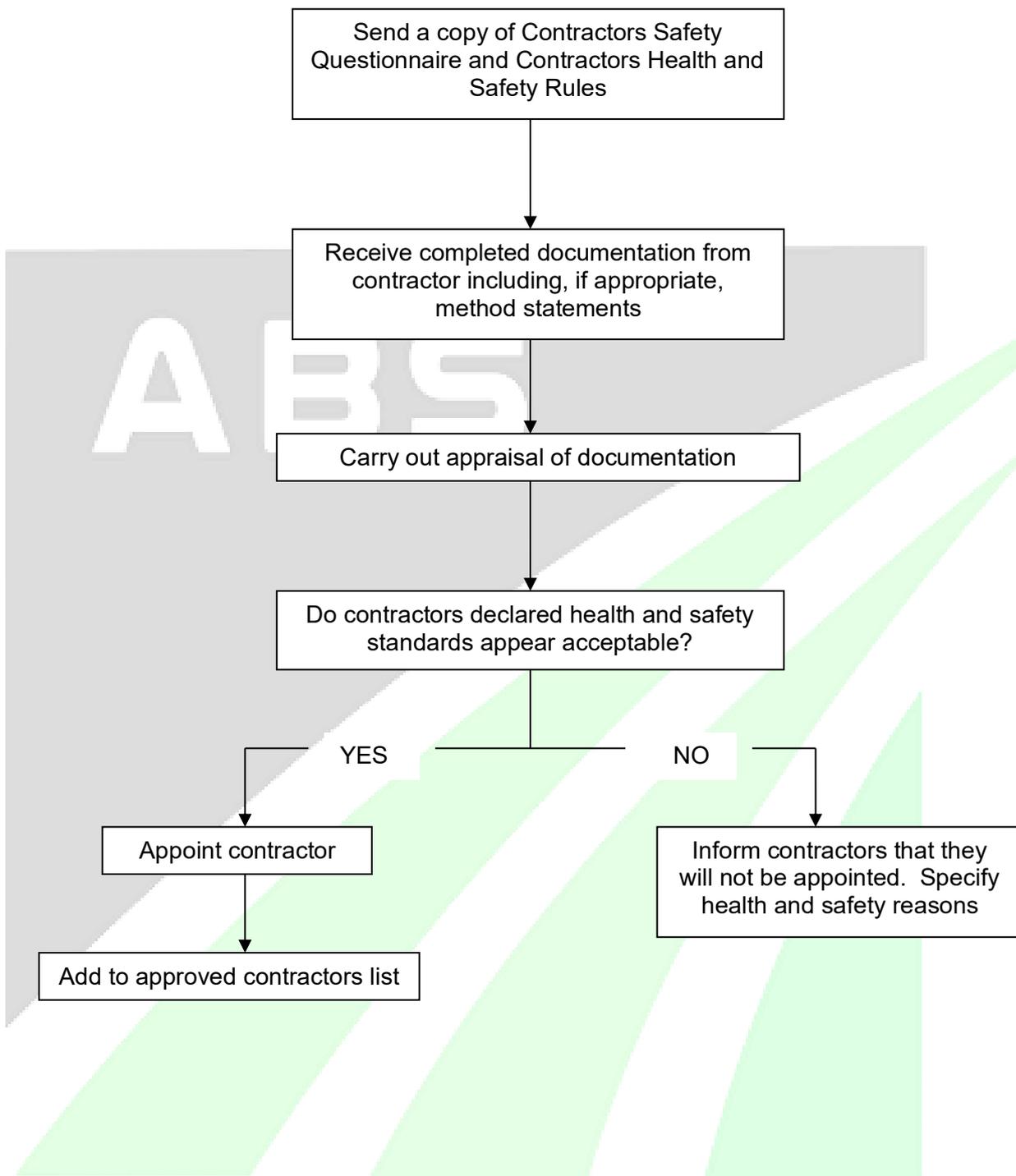
A Bright Solution Ltd. is committed to the appointment of suitable competent contractors

The term 'contractor' applies in the broadest sense to any individual or organisation that enter into an agreement with us to provide services. This could include builders, plumbers, electricians, cleaners etc.

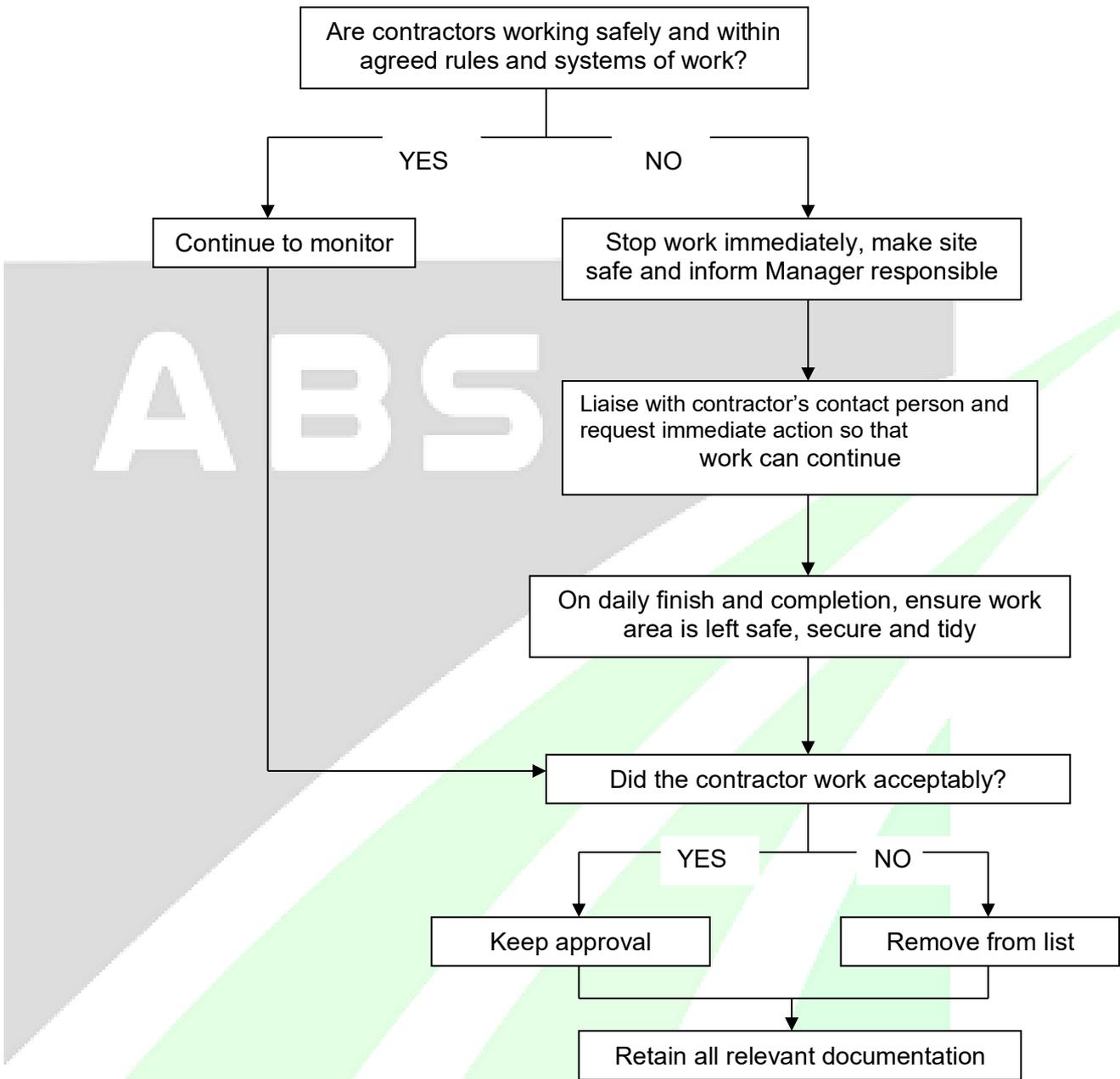
It is our policy to:

1. Assess, as far as is reasonably practicable, the competence of contractors prior to finalising contractual agreements.
2. Whenever possible, use contractors that are members of a trade association relevant to their work
3. Request Health and Safety information from the contractor that is relevant to their activities at our premises.
4. Insist that contractors carrying out customer work on our behalf or work on our premises comply with our safe working method statements, rules governing safe working practice or any other reasonable instruction given to them.
5. Meet with the contractor prior to their starting work to:
 - Establish rules and guidelines for their operations whilst on our premises or sites.
 - Provide information on our activities that may present a hazard to contractors and identify activities and actions that must be avoided.
 - Communicate emergency actions including fire, first aid and accident reporting arrangements.
 - Define the areas in which the work is to be carried out and any segregation arrangements.
 - Define areas that are not accessible to the contractors.
 - Agree routes to and from the work sites and welfare facility access.
 - Stop contractors working immediately if their work appears unsafe, staff should report any concerns to a manager immediately.
6. Consult the Health & Safety advisor / MD If there is any possibility of the Construction Design and Management regulations applying to contractors' work.

CONTRACTOR APPOINTMENT PROCEDURE



CONTRACTOR MONITORING PROCEDURE



Signed.....
Mick Barrett
Director
8th August 2025

Signed.....
Sam Pailor
Director
8th August 2025