

Contractor Management

Contractors work in every workplace at some time and many are not adequately controlled, therefore posing a significant safety and prosecution risk, for businesses of all sizes.

Services Available

Safety Action can assist by:

- Conducting an independent audit (gap analysis) of your contractor management procedures and practices
- Providing a strategic plan for longer term management
- Preparing practical policies and procedures for assessing, engaging & managing contractors
- Conducting a workshop to train your team in:
 - The legal obligations of all parties
 - The company's contractor management policy & procedures
 - Model contractor templates
 - Forms and checklists to use
 - Practical day-to-day management of contractors

Why Use Safety Action?

Safety Action has extensive experience in conducting independent reviews of contractor management programs for progressive organisations, and assisting them to implement practical & effective controls.

Some of our recent experiences in contractor management include:

- Independent audit, systems upgrade & training for Bristol-Myers Squibb
- Contractor management audit and system upgrade for Peter Mac Hospital
- Development of new approach to contractor induction training for Toyota Australia
- Our team has presented at conferences & conducted numerous public and in-house workshops on Contractor Management.

Benefits

Having Safety Action assess and upgrade your contractor management program will;

- Minimise the risk of workplace incidents and injuries involving contractors
- Minimise the risk of OHS prosecution for managers and the company
- Provide clear easy-to-follow procedures for staff and contractors
- Provide documented evidence of due diligence

Safety Action Pty Ltd

Suite 114 @ 370 St Kilda Road, Melbourne VIC 3004
Tel: 03 9690 6311 Fax: 03 9690 6399

www.safetyaction.com.au



Specialists in Workplace Safety and Business Risk