

Contractors Assessment Policy

1. Introduction: This policy outlines the requirements and responsibilities for commissioning contractors to work on behalf of Patrolsec.

2. Purpose:

- Ensure consistent contractor management.
- Uphold legal requirements and safety standards.
- Assess, control, and monitor risks associated with contractor services.

3. Risks of Non-Compliance: Failure to comply with this policy may result in:

- Legal non-compliance.
- Absence of safe working procedures.
- Inconsistent policy implementation.
- Potential prosecution and penalties.

4. Definitions:

- **Contractors:** Individuals or organizations not employed by Patrolsec, commissioned for specific duties.
- **Client:** Patrolsec.
- **Method Statement:** Details work operations.
- **Risk Assessment:** Evaluates work hazards and precautions.

6. Roles & Responsibilities:

- **Patrolsec:** Ensure safety for all stakeholders.
- **Directors:** Responsible for safety, management of contractors, and local procedures.
- **Contractors:** Provide method statements, risk assessments, and follow health & safety rules.
- **Managers:** Ensure compliance, induction, and risk assessments.
- **Employees/Security Officers:** Follow health & safety policies and safe work methods.

8. Procedures:

- Advisers provide advice for risk assessment.
- Managers ensure contractor induction and compliance.
- Contractors must share safety documents.

9. Monitoring Compliance & Effectiveness:

- Managing director monitors compliance.
- Performance evaluation aligns with responsibilities.

10. References:

- Adherence to relevant legislation, standards, and Patrolsec's policies.

11. Review of Policy: The policy will be reviewed annually or sooner if required by legal standards or procedural changes.

Approved
Managing Director

M. Naeem

Patrolsec Ltd.
Review date: 12/10/23