



PREQUALIFICATION ASSESSMENT RESULT FOR

F B Hall & Co Ltd

ADDRESS

Po Box 167
Frankton
Hamilton

REGISTRATION EXPIRY DATE:

18 July 2024

CONTACT DETAILS

Joe Calkin
07 959 1733

LAST ASSESSMENT SUBMIT DATE:

02 February 2024

NO	QUESTION	ASSESSED LEVEL	RESULT	COMMENTS
1	What insurances does your company hold?	Valid insurance documentation provided (10 points)	10/10	<ul style="list-style-type: none"> - Expiry 30/06/2024 - Expiry 30/06/2024 - Expiry 30/06/2024 - Expiry 30/06/2024 <p>Valid insurance policy/certificate provided, dates verified, thank you.</p>
2	Please provide a copy of your company's Health & Safety Policy, and Procedures	Reviewed policy and procedures document or, current certification and report (15 points)	15/15	Thank you for your health and safety policy & procedures, that have been reviewed and signed within the last 24 months.
3	How often are health and safety meetings or briefings held?	Records of fortnightly meetings (8 points)	8/10	Examples provided verify that health and safety is discussed on a fortnightly basis, thank you. Three sets of minutes that reflect the chosen frequency are required. Where more information that doesn't support this is provided it makes it difficult for the assessor to establish the frequency of the evidence provided. The best frequency observed in the documents

NO	QUESTION	ASSESSED LEVEL	RESULT	COMMENTS
				provided is fortnightly - 14/03, 15/03/ 25/03/ 28/03.
4	How do you record & investigate incidents and near misses?	Incidents and near misses are recorded, investigated as required and discussed with workers (20 points)	20/20	Thank you for the provided documents. We also require evidence of investigation including the identification of root cause/s. New Evidence / Reassessment 02/02/2024: The evidence shows that incidents and near misses are recorded, investigated as required, and discussed with workers, thank you. N.B. At your next assessment can you please provide the full investigation report.
5	How do you manage the safety of sub-contractors/contractors you engage, or manage?	Health & safety information from sub-contractors reviewed and signed off (15 points)	15/15	The evidence provided indicates there is a process in place to adequately manage sub-contractors/contractors you engage, well done.
6	Are you and your workers trained and competent for all aspects of the work you carry out?	Current health and safety training/higher level learning and competency/experience (15 points)	15/15	Evidence showing current training and competency assessment has been provided, thank you. In response to your comment regarding cards, certificates are still issued for some courses as are cards for some trades so that these can be produced to people engaging them as evidence of their competency, screen shots/photos of electronic cards are accepted as evidence.
7	How do you record hazards and risks in your workplace?	Hazard register with risk assessment and review (25 points)	25/25	Master risk register that shows review within the last 24 months, thank you.
8	What workplace inspections do you carry out?	Regular inspections including communication back to workers (15 points)	15/15	Thank you for the documents provided. This question is seeking evidence of workplace inspection opposed to equipment inspections - the equipment inspections would be one aspect of a workplace inspection as would assuring that the prestart checklists are being completed by staff. Workplace inspections can include inspections of the workshop, office, site, vehicles or mobile plant. SiteWise have some free to download workplace inspection templates that you are welcome to download and use https://sitewise.co.nz/wp-content/uploads/2023/11/SiteWise_PanIndustry_Templates.pdf New Evidence / Reassessment 02/2024:

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				Regular workplace inspections provided, including communication back to workers, thank you.
9	How do you plan for high risk or critical risk activities?	High risk work methodologies containing all of the elements (15 points)	15/15	Evidence of a high risk methodology with all the required elements has been provided, thank you.
10	How do you monitor the health of workers who are, or may be exposed to hazardous conditions, products or substances due to the work they carry out?	Pre-employment/baseline and regular testing (15 points)	15/15	Confirmation that regular health monitoring has been conducted, thank you. N.B. Please remember to attach evidence of the previous years health monitoring to this question as well as the current years.
11	If you use or store hazardous substances, products or materials, please provide evidence of how you manage this aspect of your business?	Some hazardous substance records and Safety Data Sheets (SDS) supplied (10 points)	10/15	Thank you for providing a copy of your hazardous substances inventory & examples of current safety data sheets (SDS). To obtain a higher score for this question please provide evidence of relevant training and procedures.
12	Has your company been investigated by Work Safe NZ, Civil Aviation or Maritime NZ in the last 5 years?	Not Applicable		Company has advised that no investigations by Work Safe NZ, Civil Aviation or Maritime NZ have been carried out in the last 5 years.

ASSESSOR'S OVERALL COMMENTS

Thank you for the evidence submitted to support your assessment. Please refer to the assessor's comments for guidance on the information required for questions that did not obtain full marks. Well done, Regards G. Cleary.

New Evidence / Reassessment 02/02/2024:

Thank you for providing additional evidence and congratulations on re-achieving SiteWise Gold, well done. Regards, G. Cleary.

TOTAL SCORE	163 out of a possible 170
TOTAL SCORE	96%