



Construction Enquiry Form

Health and Safety:

Do you have a health & safety policy statement tailored to your activities and kept up to date? Yes No

Do you have a specifically trained director or employee responsible for health and safety issues? Yes No

Is health and safety training given to all staff throughout their employment with you? Yes No

Is a record kept of all health and safety training given to staff?

Are you a member of any trade association which provides health and safety information and training? Yes No

If 'Yes', which organisation(s) and what services are used:

Do you undertake and record health and safety risk assessments for your business? Yes No

Are competency assessments made and recorded for all potential employees and subcontractors? Yes No

Is induction and ongoing skills based training provided for all employees and a record kept? Yes No

Do you engage an external organisation to audit your health and safety systems and adherence to it? Yes No

Fire:

Are you familiar with the Joint Code of Practice 'Fire Prevention on Construction Sites'? Yes No

If 'Yes', Are Fire Safety Co-ordinators appointed and fire safety plans prepared? Yes No

What percentage of your work on site involves the application of heat? %

Please state what form of heat application, for example blow lamps etc:

Do you operate a hot work permit system for activities involving the application of heat? Yes No

Site Safety and Security:

Does your site safety and security arrangements include:

Materials storage?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Waste control and removal?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Assessment and effective control of pollutants?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Control of access / egress to site of visitors?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Hygiene and welfare standards for employees?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Service and maintenance records for all plant and machinery?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
The supply of and strict implementation of the use of Personal Protective Equipment by employees?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Strict adherence to the Control of Substances Hazardous to Health regulations?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Full site perimeter fencing and boarding?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Special arrangements for securing valuable and portable equipment outside working hours?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If 'Yes', please specify:

Larger items of plant coded or fitted with tracking devices?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Plant registered with The Equipment Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Contracts, Workforce and Subcontractors:

What proportion of your work is carried out above 10 metres from ground or floor level?	<input type="text"/>	%		
What proportion of your work is carried out at a depth greater than 2 metres?	<input type="text"/>	%		
Which type of locations do you normally work in? For example rural, urban or city centre?	<input type="text"/>			
Under which written contract conditions do you normally work?	<input type="text"/>			
What proportion of your total wage roll relates to labour only subcontractors?	<input type="text"/>	%		
Do you use specialist bona fide subcontractors?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Contracts, Workforce and Subcontractors (continued):

Do you examine and record the insurance arrangements of bona fide subcontractors as to duration, indemnity limits, exclusions and excesses?

Yes No

For what proportion of your work are you the main or sole contractor?

%

Estimated Wageroll Payments and Turnover for the forthcoming year

Activities:	Proprietors, principals, directors etc.	Direct employees and labour only subcontractors	All other subcontractors	Turnover
Clerical	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	
Woodworking machinists	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	
New housebuild up to 3 storeys	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Other new building up to 20m height	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
All Other work	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Please describe other work	<input type="text"/>			

What percentage of your work is:

Domestic & Offices	Warehouse/ Manufacturing	Educational/ Medicine	Recreational/ Leisure
<input type="text"/> %	<input type="text"/> %	<input type="text"/> %	<input type="text"/> %

What is the value of:

Own Plant & Tools	£ <input type="text"/>	Hired in Plant and Equipment	£ <input type="text"/>
Own Temporary Buildings	£ <input type="text"/>	Hired in Plant and Equipment Charges	£ <input type="text"/>
Hired in Temporary Buildings	£ <input type="text"/>	Maximum Contract Value	£ <input type="text"/>
Employees Tools	£ <input type="text"/>		£ <input type="text"/>

A Material Fact is one which would influence our acceptance of your request for insurance and the terms and conditions on which we are prepared to provide insurance cover.

Note: The answers to the above questions are treated as Material Fact and further information may be required. Any other facts known to you which are likely to affect acceptance or assessment of the risks proposed for insurance must be disclosed. Should you have any doubt do not hesitate to tell us or contact your insurance adviser.