

Form 015.1.1

This questionnaire forms part of the Club's contractor registration process and is to be completed by the company which has intention to work for the Club. The objective of the questionnaire is to provide an overview of the Company's OSH management. Company shall be required to verify their responses noted in their questionnaire by providing evidence in the relevant matters.



Company must provide all relevant information stipulated below for new registration or update.

Application for New Register / Update*

(*please delete the inappropriate one)

I, on behalf of the company, declare that the information provided in this questionnaire is an accurate summary of the company's OSH Management.	
Company Name:	
Name of Company Representative:	
Position:	
Signature:	
Date:	

1.0 Company Information <i>(separate documents to be submitted)</i>		
1.1	Description of the company, includes brief description of works or services that provide to the Club	<i>(attach in page _____ of _____)</i>
1.2	Summary of major activities and types of work: - Job references related to 1.1	<i>(attach in page _____ of _____)</i>
1.3	a) Received and accepted the terms and conditions of Club's safety requirement - "Contractor Requirements for Property Works" b) The company has aggregate of 50 or more workers in single or multiple construction sites. c) Please submit the latest safety management system / safety procedures or instructions.	☐ Yes ☐ Yes <i>(must complete 1.3 c)</i> ☐ No <i>(attach in page _____ of _____)</i>
2.0 OSH Policy		
2.1	Provide a copy of latest company OSH Policy Statement (with top management signature and date of issue).	<i>(attach in page _____ of _____)</i>
2.2	Provide the latest company OSH organizational structure. (Includes the name and position of the personnel with specific safety and health responsibilities)	<i>(attach in page _____ of _____)</i>
2.3	Provide the name, position and contact details of the person who will liaise with the Club on OSH issues.	<i>(attach in page _____ of _____)</i>
3.0 OSH Training		
3.1	Does your company provides the safety trainings to the employees? Please provide the relevant <i>records</i> : e.g. <i>RSO letter, safety supervisor certificate, mandatory training certificates copies (such as green card and REW licence), training plan etc.</i>	☐ Yes <i>(attach in page _____ of _____)</i> ☐ No
4.0 Safety and Health Performance Record		
4.1	Provide the work-related accidents (include occupational disease) information in your company for the <u>past 3 years</u> : a) Fatal accident <i>(if yes, please provide the brief description)</i> b) Accident with more than 3-day of incapacity <i>(if yes, please provide the number of accidents and accident rate per 1000 employees)</i>	☐ Yes <i>(attach in page _____ of _____)</i> ☐ No ☐ Yes <i>(attach in page _____ of _____)</i> ☐ No
4.2	Has the company ever been convicted of an OSH or related offence legislation <u>in the past 3 years</u> ?	☐ Yes <i>(attach in page _____ of _____)</i> ☐ No

Remarks: All documentary evidence stated above are required. Reasonable supporting documents must be submitted by the date and time given by the Company for completing the registration process. Unregistered companies are not allowed to tender for jobs of the Club.