



Simple. Sensible. Safety.
 SITK Ltd t/a Safety is the Key
 Health & Safety Consultants
 Policies • Training • Assessments • Fire • Asbestos • CDM • Audits
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We can help get you accredited with CHAS, Safecontractor and Constructionline quickly and easily.

This means you can get on with your work and applying for Bids and Tenders for construction work will be easier.

This is the information required for most Accreditations such as CHAS, Safecontractor and Constructionline etc.

In general, the main documents you will need are:

Total number of company employees in the business.				
Number of contractors used (i.e. companies) and number of self-employed contractors.	<i>We can help here.</i>			
Your Insurance documents (must have at least 4 weeks left on it).				
Your most recent financial accounts (<i>they don't normally accept draft copies or abbreviated copies</i>).				
Director(s) CV and qualifications.				
H&S consultants CV and qualifications.	<i>We can help here.</i>			
Evidence that any H&S consultant has provided H&S information i.e. email screenshots, letters, audits/reports, even written scribbles on documents etc.	<i>We can help here.</i>			
ANY form of evidence of workers <u>QUALIFICATIONS</u> relevant to your type of company work i.e. NVQ's, Diploma, Degree, Gas Certificate, Electrical Certificate, specialist suppliers Certificate etc.				
ANY form of evidence of workers <u>H&S TRAINING</u> relevant to your type of company work (can be internal, external or industry-based i.e. by suppliers/Clients) i.e. CSCS cards, IPAF, PASMA, ECS cards, SSSTS Certs, SMSTS certs etc.	<i>We can help here.</i>			
H&S Training Matrix showing workforce names and the training/certs they have carried out alongside their expiry dates	<i>We can help here.</i>			
Site H&S Audits/checklists to prove you are monitoring H&S	<i>We can help here.</i>			
Evidence of checks on equipment i.e. ladder registers; calibration Certificates (i.e. noise meter; electrical test equipment; water meters etc.); PAT electrical records etc.	<i>We can help here.</i>			
Two examples of risk assessments and method statements for your type of work. (<i>You may need two for each distinct type of very different types of work</i>).	<i>We can help here.</i>			
Risk assessments on any relevant occupational health risks i.e. manual handling; noise; vibration; COSHH; dust	<i>We can help here.</i>			
Two examples of CPPs (Construction Phase Plans as required by the CDM regulations). You can use the free CITB CDM WIZARD app on any smartphone and email the PDF to us.	<i>We can help here.</i>			
Three examples of COSHH assessments for chemicals you use	<i>We can help here.</i>			
The number of:	<table border="1"> <tr> <td><i>Year 1</i></td> <td><i>Year 2</i></td> <td><i>Year 3</i></td> </tr> </table>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>
<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>		

• Fatal accidents in <u>each</u> of the last 3 years:			
• RIDDOR reportable (serious) accidents in <u>each</u> of the last 3 years:			
• Over 3 days accidents in <u>each</u> of the last 3 years (Accidents where the injured person was off work for more than 3 days):			
• Over 7 days accidents in <u>each</u> of the last 3 years (Accidents where the injured person was off work for more than 7 days):			
• Reportable occupational diseases in <u>each</u> of the last 3 years:			
<i>If not sure about any of the above, don't just put zero – ask us!</i>			
Have you have any official <u>Enforcement Notices</u> issued against you? Examples may be: Prohibition Notice; Improvement Notice; Environmental Notice; Fire Notice etc. <i>(If so, please send copies).</i>			
Example completed accident investigation form (IF you have had an accident in the last 3 years).		<i>We can help here.</i>	
Evidence that you provide welfare facilities on sites (if applicable) – can be an Invoice or a Statement; or a signed Statement that you don't need to as someone else will.		<i>We can help here.</i>	
Examples of interacting on H&S with your Clients i.e. emails mentioning H&S; site notes with clients mentioning H&S; Client feedback / comment / suggestion Forms mentioning H&S; Tender of Client Project documents with health and safety scribbled on them etc.		<i>We can help here.</i>	
Has the Director that will be signing the application had any court action taken against them that might need to be revealed i.e. fraud case etc?		<i>We can help here.</i>	

CHAS	Appears to be the most popular. Their fees are based on number of employees and turnover.
Safecontractor (EXOR/ Santia / Alcumus)	Also known as EXOR. Santia is the H&S checking service, Alcumus the owner. Their fees are based on number of employees and turnover.
Constructionline (Part of Warburg Pincus. You need both Constructionline AND Acclaim certs to be SSIP)	Basic Certificate is not accepted as SSIP so you need the Acclaim certificate as well for this to be recognised. Their fees are based on number of employees and turnover.

(All fees are plus VAT)

Need more help? Why not sign up to one of our three H&S Competent Person Packages from just £99 per month plus VAT. Email info@safetyisthekey.co.uk or visit [www. Safetyisthekey.co.uk](http://www.Safetyisthekey.co.uk)