Appendix 1 – Contractor Acceptance Sheet

# Overview

All Contractors must sign a copy of this form to confirm that they have read the code of practice - safety, health and environmental requirements for contractors and fully accept the requirement to abide by them. No works must commence until this acceptance is confirmed and relevant permit(s) to work have been issued.

Main Contractors/Principal Contractors must ensure that all their staff, contractors and subcontractors are made aware of the relevant sections/content within the code of practice for safety, health and environmental requirements for contractors, during their recorded inductions and that all works are planned and executed in accordance with these guidelines.  Failure to comply with these guidelines and rules may result in a contractor and/or their operatives being asked to cease work and, in the event of serious breaches, may result in the contractor no longer being able to undertake any work on the University’s premises.

# Acceptance

On behalf of (Company Name) …………………………………………………………………………………

I confirm that I have received, read and understood the University of Greenwich document “Code of Practice - Safety Health and Environmental Requirements for Contractors”

Printed name………………………………………………………………………………………….

Signature……………………………………………………………………………………………….

Position held within company……………………………………………………………………

Date………………………………………………………………………………………………………

The signed acceptance must arrive prior to first contract and for any subsequent revision thereafter.

This page must be completed and returned to:

**Estates & Facilities Directorate**

**University of Greenwich**

**Flat 48 Aragon Court**

**Avery Hill Road**

**Eltham**

**London**

**SE9 2UG**

Or, e-mailed to EF Safety: [**EFSafety@greenwich.ac.uk**](mailto:EFSafety@greenwich.ac.uk)