



**Jump Business Solutions Limited**  
Free Call: 0800 JUMP4BIZ; Free Call: 0800 586 742; Email: info@jump4biz.com  
P.O. Box 102, Morrinsville; Phone: +64 7 887 4751; Fax: +64 7 887 4754  
P.O. Box 19, Pukekohe; Phone: +64 9 235 3238; Fax: +64 9 235 3238



## Assess the Effectiveness of your Contract Documentation

Contract Documentation	Yes	No	Unsure
Do you have an effective and signed health and safety policy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have hazard identification and management procedures that can be applied to contract work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have incident recording and investigation procedures that can be applied to contract work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you easily able to provide a list of hazards associated with contract work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you easily able to provide a list of staff involved in contracts together with their qualifications and experience?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you easily able to provide the number of LTI (Lost Time Incidents) incidents and prosecutions over the last couple of years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>