

As part of our HSE Procedures (Supplier Vetting) and obligations under the CDM Regulations, we are required to hold a database of critical HSE information from our approved national suppliers. This is to ensure that the significant HSE information relating specifically to your product, or service, is readily available to our site management teams. You of course, are responsible for informing those employed, or subcontracted, by you.

All Suppliers are required to complete and return the attached form electronically - 'TWUK Supplier HSE Checklist'. However, as part of our effort to minimise the administrative burden of this task, we have subdivided the form into four sections as follows:

1. **GENERAL** (General company and contact details)
To be completed by all suppliers.
2. **PRODUCT INFORMATION**
To be completed by all suppliers.
3. **DELIVERY PROCEDURES**
To be completed by all suppliers who deliver directly to TWUK sites.
4. **INSTALLATION PROCEDURES**
To be completed by all suppliers who install their products on TWUK sites as part of the service.

If the information provided is comprehensive enough to reflect your safe system of work, this will an appropriate means of you getting the significant information to all TW companies. However, to be suitable for this purpose, we require you to enter the relevant information into the attached form, only attaching other documents where critical to covering your safe system of work. Your response must be returned, electronically, to the email address noted below.

When completing the form, please keep in mind its key purpose i.e. to convey the significant HSE information relating to your product / service to our site management teams and those employed by you.

Yours faithfully

Nic Attree
Head of Procurement
Taylor Wimpey UK Ltd
Email: nic.attree@taylorwimpey.com

Enc

Supplier: **Products/Services:**

GENERAL (to be completed by ALL SUPPLIERS)	
Key Contact:	Date:
Contact details:	
.....	
.....	
Details of Recognised Accreditation (if any):	
(e.g. with a SSIP Registered members such as CHAS, Constructionline, Safemark or SAFEcontractor.)	

PRODUCT INFORMATION (to be completed by ALL SUPPLIERS)		
Product HSE Data	✓ or N/A	Summary of key information (attach sheet where appropriate)
COSHH data sheets associated with the use of your product(s)		
Any factors relating to safe manual handling of your products e.g. weight over 20kg		
Any other health and safety information relating to the use of your products.		

DELIVERY PROCEDURES (to be completed by ALL SUPPLIERS WHO DELIVER)	
If not applicable tick here <input type="checkbox"/>	
Risks identified (product delivery)	Details of Control Measures to be Adopted
Personal Protective Equipment	
Prevention of falls from vehicles (unloading/loading)	
Manual Handling	

INSTALLATION PROCEDURES (to be completed by ALL SUPPLIERS WHO INSTALL)

If not applicable tick here

Risks identified (Installation)	Details of Control Measures to be Adopted
Personal Protective Equipment	
Access to workplace e.g. to window openings, roofs, etc.	
Falls from Height	
Manual Handling	
Other risks associated with installation of product.	

Continue on extra page(s) if necessary