This questionnaire forms part of TasNetworks tender evaluation process and is to be completed by Tenderers and submitted with their tender offer. The objective of the questionnaire is to provide an overview of the status of the Tenderers HSE management system. Tenderers will be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters.

|  |  |
| --- | --- |
| General information | Tick, circle or highlight where applicable |
| Contract Class: | 1 2 3 4 | Contract title:  |  |
| Contractor name: |  | Subcontractor Name: |  |
| Work description: |  |
| Indicate total number of employees: | 1 – 39 (small size) 40 – 199 (medium size) 200 + (large size) |

|  |  |
| --- | --- |
| HSE information | Tick, circle or highlight where applicable |
| 1 | Does the company have a documented:* Safety management system (SMS)? Yes / No
* Environment management system (EMS)? Yes / No
* Quality management system (QMS)? Yes / No
 |
| 2 | For each system identified in Question 1 (SMS, EMS, QMS) provide a contents listing of the standards and procedures which make up that system. |
| 3 | Provide a copy of the policy statement for each system (SMS, EMS, QMS) identified in Question 1. |
| 4 | Is the management system certified by an external party?* Safety management system (SMS)? Yes / No
* Environment management system (EMS)? Yes / No
* Quality management system (QMS)? Yes / No

If yes, provide copy(s) of certificate(s). |
| 5 | State the names, roles and responsibilities of those persons who will fulfil key HSEQ positions under the contract.  |
| 6 | Has the company been prosecuted or fined under safety or environmental legislation, or been issued any improvement or prohibition notices within the past three years? Yes / NoIf yes, provide details. |
| 7 | Provide details of the company’s safety and environmental performance for the past three years. Examples should include, but not be limited to statistical information associated with injuries, near miss reports, environment incidents, audit performance, HSE training, etc. |
| 8 | Does the company intend on using subcontractors during the performance of the work? Yes / NoIf yes, name the key subcontracting companies proposed: If yes, ensure that this HSEQ Tender Questionnaire is completed for each key subcontractor and provided with the tender submission. |
| 9 | If the contract is for a construction project involving work greater than $250K in value, the tenderer must provide a sample Contract risk register and HSE management plan that it has developed for this work or a past similar type of project. |
| 10 | Insurance - provide a copy of the following certificates of currency:* Workers Compensation
* General and Products liability
* Fleet/Motor vehicle insurance(s)
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**Attached all necessary documentation and return to TasNetworks**

By submission of the tender and questionnaire the tenderer acknowledges and confirms as accurate all details contained in the questionnaire and any verifying document