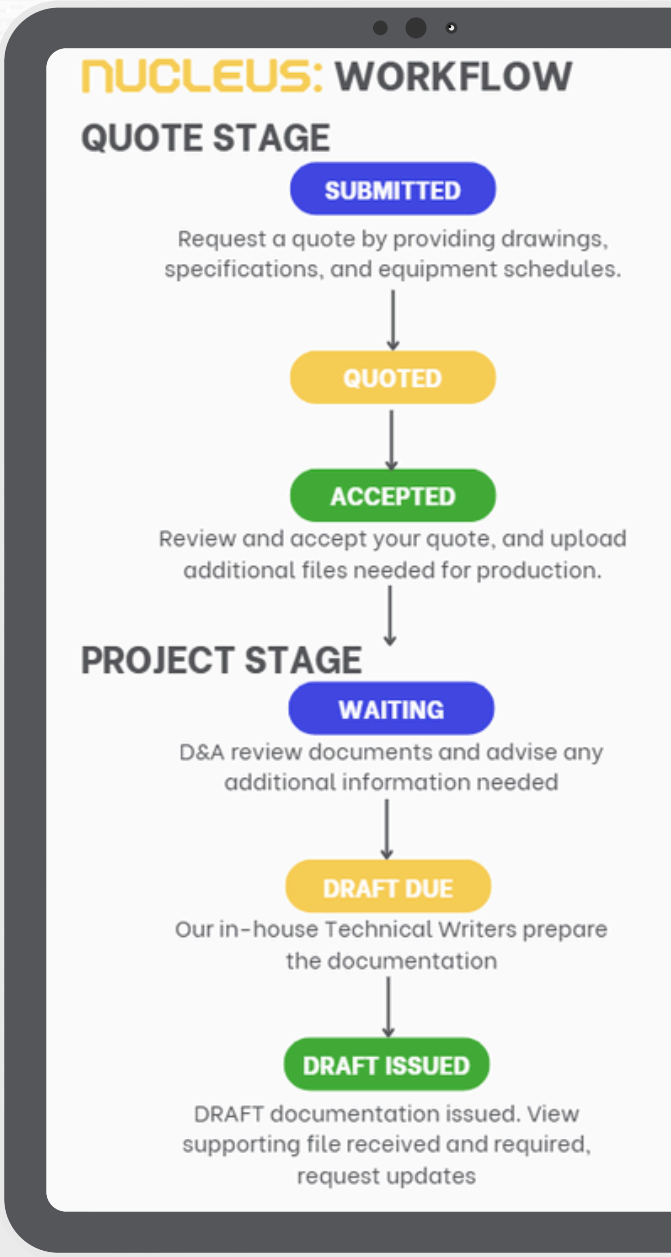
HEALTH & SAFETY FILES
INFORMATION REQUIRED

QUOTATION

- Specification
- Tender / Construction Drawings
- Format: PDF, Hard Copy, integral to the Building Handover Manual

TECHNICAL AUTHORING

- Sub Contractor / Trade List
- Month of Practical Completion
- Deadline Date
- Risk Identification & Assessment
- Residual Risk Assessment & Register
- Fire Strategy Report & Drawings
- Certificates - unless we are collating
- Access & Maintenance Strategy*
- Drainage / Window / Roof & Gutter Cleaning Strategy*
- Maintenance Program (12 Months)*
- Asbestos and other hazardous materials information
- Safe removal/dismantling arrangements for plant and equipment



* SUPPORTING DOCUMENTATION

Our technical writing and engineering team can provide supporting documentation if required.

NEED CLARIFICATION?

Your dedicated point of contact, **Client Coordinator**, is ready to support and guide you on documents or details required, every step of the way.