



**GRIFFIN**  
Safety Training

# Managing Contractors Training Course



## Course Features

- Helps you ensure the safety of your staff when using contractors
- Self-assessment exercises help you judge what you're doing well, and where you need to improve
- Discuss your contractor management issues with a qualified safety advisor
- Available for delivery at your workplace
- Transparent pricing; no hidden extras.





## Is this course for you?

Yes! The course is open to anyone from any type of organisation. We have delivered in the following sectors:

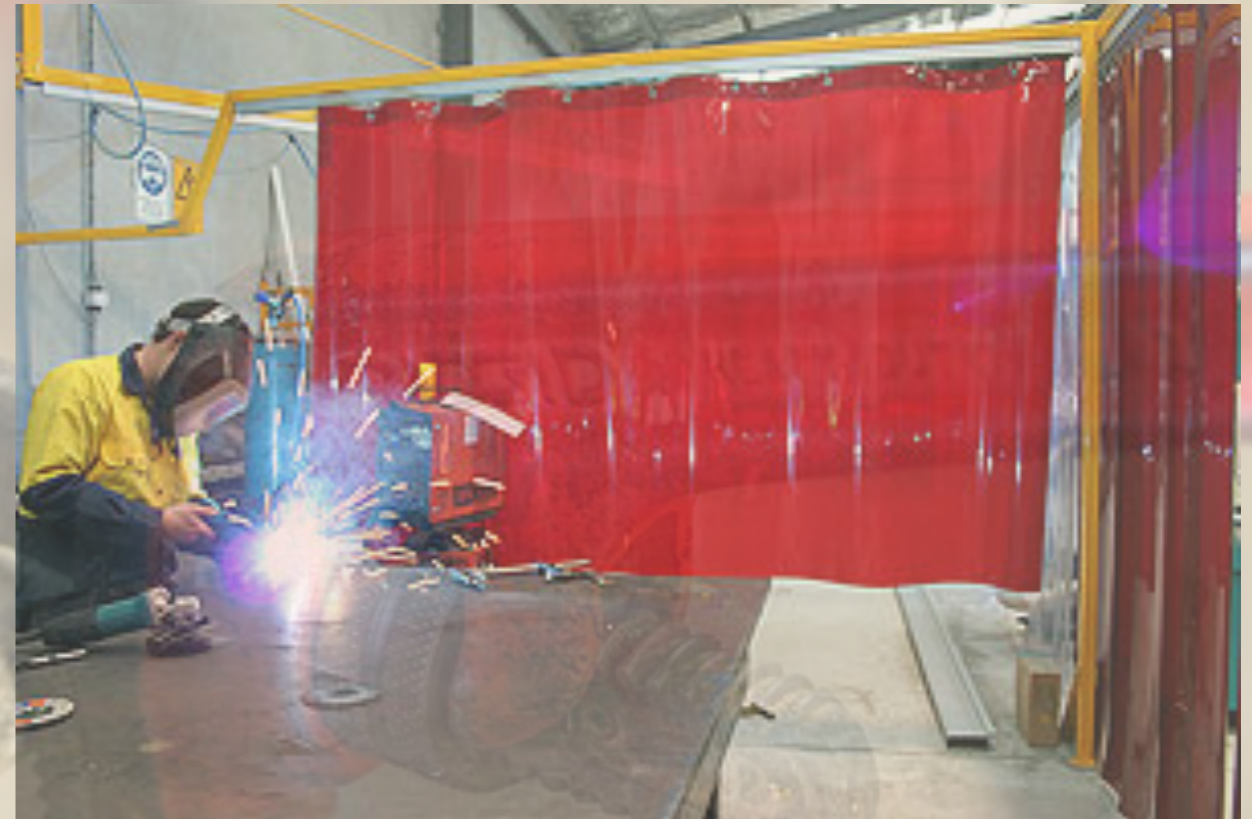
- Public transport
- Construction
- Engineering and Manufacturing
- Policing

‘Managing Contractors’ is especially useful for Facilities Managers and those with responsibility for hiring and/or supervising contractors.

Are you a safety practitioner? If so, you’ll benefit from increased knowledge and a chance to claim CPD points.

## What you will learn

- the limits of your legal responsibilities for looking after contractors
- how to select competent contractors
- how to ensure contractors receive an appropriate induction
- how to monitor and assess contractor safety performance.



## Programme

09:00 - Registration and coffee

- Course welcome and introduction
- Definition of 'Contractor'; reasons for managing contractors
- Self-evaluation of your organisation's current practice to help identify areas for improvement
- The costs of poor contractor management

### Refreshment break

- The law and contractors – what are your legal responsibilities?
- Sentencing guidelines

### Lunch

## Programme

- A 5-step process for contractor management
- Planning the work, risk assessment and choosing a contractor
- Contractor induction – how to make sure contractors know what is expected of them from the outset

### Refreshment break

- Safe systems of work and permits to work
- Monitoring, assessing and reviewing contractor performance

**16:15 - Final questions, summary and close.**

## What our delegates said...

“Very useful course. Loads of content, very interesting...”

“Good general understanding of controlling contractors on site”

“Good interaction with the class”

**To book simply email  
us at:**



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