

CONTRACTOR HEALTH AND SAFETY PRE-QUALIFICATION SCHEME

Waikato and Bay of Plenty Councils have teamed up with SHE Software NZ Ltd to develop a streamlined health and safety pre-qualification process. The system is available to all Councils throughout New Zealand to pre-qualify contractors. This will ensure Councils are using contractors who operate with effective health and safety management systems and are holding current and relevant insurances.

This system helps us meet our responsibilities to ensure that contractors, working for or on Council assets and/or supplying services, have effective health and safety management systems to prevent harm to people and the environment or damage to property.

Benefits to contractors include:

- Easier system that enables contractors to be pre-qualified for multiple Councils through the one process
- Improved relationships between contractors and Councils
- Contributing to WorkSafe New Zealand's strategy to reduce injuries by 2020

This process requires contractors who carry out services for (participating) Councils, to apply to become pre-qualified every two years. Should these expire in the system, Councils will not allow you to carry out work for them until renewals are received.

The fees (paid online) are:

Contractor Size	Number of Insurances	Fee (excl. GST)
Small (< 5 employees)	Unlimited	\$280
Medium (5-24 employees)	Unlimited	\$525
Large (25 + employees)	Unlimited	\$1025

As contractors become pre-qualified, company/industry details will be accessible on a [database](#). This provides visibility to contractors and Council staff to identify who is approved, assisting with the tendering process and Council procurement.

Please direct all your inquiries to nzsupport@shesoftware.com.

Note: Please ensure you have an email address prior to commencing your application as this will be required to complete the process.

To commence your application, please [click here](#).