

# SUBCONTRACTOR / SUPPLIER ANNUAL REVIEW

Please complete this form and return it by email, including any relevant documentation, to [compliance@l-lynch.com](mailto:compliance@l-lynch.com)

## 1.0. COMPANY DETAILS

Company Name:

Services / products provided to L Lynch (Plant Hire & Haulage)

Number of Employees:  < 5 employees  5-50 employees  50-250 employees  250+ employees

2.0. INSURANCES	LIMIT OF COVER	COMMENTS/NOTES	COPY PROVIDED
Employers Liability	£ <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Public/Products Liability	£ <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Professional Indemnity	£ <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Contractors All Risks	£ <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other (Please Specify)	£ <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## 3.0. HEALTH & SAFETY MANAGEMENT SYSTEMS

Does the company have a written Health and Safety Policy which has been reviewed within the last year?  Yes  No *If yes, please attach*

Has the company had any incidents reportable under RIDDOR'13 within the last 12 months?  Yes  No *If yes, please provide details below*

Has the company been served with any improvement and/or prohibition notices from the enforcing authority within the last 12 months?  Yes  No *If yes, please provide details below*

Has the company been prosecuted for a breach of Health and Safety, and/or does it have any pending prosecutions within the last 12 months?  Yes  No *If yes, please provide details below*

## 4.0. ENVIRONMENTAL MANAGEMENT SYSTEMS

Has the company been convicted of breaching environmental legislation, or had any notice served upon it, in the last 12 months by any environmental regulator or authority (including local authority)?  Yes  No *If yes, please provide details below*

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### 5.0. ISMS / CYBER SECURITY

Does the company have a written Information Security Policy which has been reviewed within the last year?

Yes  No

*If yes, please provide a copy*

Has the company been assessed and accredited with ISO 27001 and/or Cyber Essentials? *If yes, please provide a copy.*

Yes  No

*If not, please provide details on how you monitor and control information security*

### 6.0. SUBCONTRACTOR/SUPLIER DECLARATION

I confirm that all the information provided in this form is true and that we will:

- Conduct our operations in a professional manner, giving due regard to health and safety.
- Comply with all statutory requirements.
- Co-operate with us and other contractors with the aim of providing a safe, healthy and supportive environment.

I confirm that my employees and any sub-contractors will continue to abide by Lynch Plant SHEQ Policy, Equality Policy and Modern Slavery Policy (a copy of which I can request at any time) and continue to operate within the bounds of current H&S requirements and legislation.

I understand that I will be required to complete and submit a new refresher form on an annual basis and inform L Lynch Plant Hire & (Haulage) Ltd if there is any change to the information I have provided above.

Completed by (print name):

Signature:

Position/Job Title:

Date:

### 6.0. LYNCH OFFICE USE ONLY

All data submitted by the contractor organisation must be initially assessed by our Head of Supply Chain to ensure that all attached documentation is available and evaluated. In the absence of any documentation or other negative / adverse finding, the supplier may still be used subject to our Head of Supply Chain making a justification below.

Assessed by (print name):

Signature:

Position/Job Title:

Date:

Details of supplier to be entered onto the Approved Supplier Spreadsheet. This record of assessment to be retained until superseded.

Owner: Head of HSQE	Version: 1	LF295
Uncontrolled if printed or copied. Always check for latest version.		Page 2 of 2