SLIGO COUNTY COUNCIL

Procedure to be followed by Contractors for inclusion on the Panel of Approved Contractors to Open the Public Road in Sligo County and Borough.

1. Sligo Local Authorities in promoting best practise, has formed a Panel of Approved Contractors who will undertake to open the Public Road or footpath having first applied and received the appropriate Licence.

2. Only approved Contractors will be entitled to open the public roads. Submissions are invited from Contractors who feel that they have the required experience and expertise.

3. The initial panel will be valid for a period of 3 years but Contractors can apply at any time for inclusion on the panel. Sligo County Council will hold interviews when there are a sufficient number of applications received after the panel comes into force, i.e. 1st May, 2009. This interview will establish the suitability of applicants for inclusion on the panel.

4. Contractors may be removed from the panel at the discretion of Sligo County Council/Sligo Borough Council.

5. Contractors accepted will be required to excavate to specified requirements and backfill to roads works specification. Temporary re-instatement surface and permanent re-instatement surface will be in accordance with Sligo County Council/Sligo Borough Council requirements. Approved Contractors will be required to carry out the works from commencement to completion.

Those contractors accepted for inclusion on this panel will be required to provide the following criteria:

i. **All risks, Employers Liability Insurance of €12.7m and Public Liability Insurance of €6.4m**
ii. **C2 Construction Tax Certification.**
iii. **Signed copy of current Safety Statement.**
iv. **Sample Method Statement for similar works.**
v. **Training Records of Staff appointed to carry out works. – (see application form attached).**
vi. **Accident/incident statistics (3 years history).**
vii. **Sample of Traffic Management Plan for similar works.**

Approved Contractors will be required to comply with the following:

a. **Compliance with Safety, Health & Welfare at Work Act, 2005 and associated Regulations.**

b. **Compliance with the Safety, Health and Welfare at Work (Construction) Regulations, 2006.**

c. **Guidelines for the Opening, Backfilling and Reinstatement of Trenches in Public Roads (as amended in September, 2005).**

All supporting documentation listed above should be in the name of the Company or Trading Entity.

Application Form, Particulars and any further information are available by contacting the Infrastructural Services Section, Sligo County Council, Governor's House, St. Anne's Place, Sligo 071 9111465 or 071 9111456.

Applications should be submitted to Mr. Tom Kilfeather, Director of Services, Infrastructural Services Section, Sligo County Council, Governor's House, St. Anne's Place, Sligo.

SLIGO LOCAL AUTHORITIES

Panel of Approved Contractors to carry out Road Openings/Restoration Works on Public Roads in County Sligo including the Borough of Sligo

Please note that all requested documentation must be submitted with your original application.

1. Name of Company: _____

2. Postal Address: _____

3. Telephone No: Office: _____
   Mobile(s): _____
4. Email Address: _____

The following documentation must be submitted with your application. Please tick below:

5. i. All Risks Insurance _____
   ii Employers Liability Insurance of €12.7m _____
   iii Public Liability Insurance of €6.4m. _____

6. C2 Construction Tax Certification (current cert.) _____

7. Signed copy of current Safety Statement _____

8. Example of Method Statement for similar works _____

9. Training Records:
   i. Safe Pass – all staff involved in the works: _____
   ii. Signing, Lighting & Guarding at Roadworks – Construction Skills Certificate Scheme – persons who will be supervising the works: _____
   iii Health & Safety at Roadworks (FAS) – all staff involved in the works: _____

10. Accident/Incident statistics (previous 3 years) _____

11. Example of Traffic Management Plan for similar Works _____

I declare that the particulars supplied in this application are correct.

Applicant Signature: _____ Date: _____
Company Position

Completed application form and documents should be forwarded to: **Mr. Tom Kilfeather, Director of Services, Infrastructural Services Section, Sligo County Council, Governor's House, St. Anne's Place, Sligo.**