



# Manager's Guide to Management of Contractors

### **Course Description**

If your organisation employs contractors from time to time, this course will give you an understanding of the principles involved when managing contractors in your workplace. This module is designed to ensure compliance with relevant Health and Safety Legislation.

## **Accreditation and Approval**

• Solicitors Regulation Authority (SRA)

#### **Course Duration**

This course will take approximately 30 minutes to complete.

### **Overview of Content**

- Who a contractor is
- Legislation that is relevant to contractors
- Who has responsibilities in relation to contractors
- Evaluating the competence and suitability of contractors
- Undertaking risk assessment in relation to contractors
- Carrying out contractor induction
- Monitoring the work of contractors
- Dealing with contractors working in an unsafe way
- Reviewing a contractor's work when complete.

#### Assessment

There will be a section at the end of the module with short multiple choice questions to test your knowledge. A pass mark of 80% is required to successfully complete the course.

### Who is it for?

This course is suitable for managers, and employees, that deal with external contractors as part of their role.

To find out more, contact our sales team at: enquiries@delta-net.co.uk