



07 October 2016

To whom it may concern,

### **Facility Compliance Management Services Agreement – Health and Safety Practices**

The Ministry of Education has established a contract with Argest – Building and Compliance Management Ltd for the delivery of facility compliance services like Building Warrant of Fitness for schools. Argest was selected through an open tender process with their approach to health and safety being one of the assessment criteria. The Ministry has reviewed the company's health and safety policies and that of their main sub-contractor Wormald. These policy documents demonstrate a mature level of health and safety practices.

Furthermore, Argest have produced a contract specific health and safety plan that can be viewed at [www.argest.com](http://www.argest.com) and the 'Schools' tab that requires your school login and password. This plan has also been reviewed and the Ministry is comfortable with endorsing the plan as it identifies the hazard and risks that their staff encounter in their work and the controls that they take to stay safe.

Any particular school hazards or instructions should be brought to the attention of the contractor when they come to site and check in at the school's reception.

Finally, health and safety is a key performance indicator that the Ministry monitors as part of the management of the contract and any feedback or observations are welcome. The contract manager can be contacted on 04 4637073.

Yours sincerely

Brett Dooley  
Group Manager Land and Property Services  
Education Infrastructure Services