

# Managing External Contractors

This course has been designed for employers, managers and anyone involved in the selection, procurement, appointment or management of external contractors.

It is intended to provide a greater understanding of the pre-selection processes and post selection controls that will help to minimise health and safety risks and liabilities whenever external contractors are engaged.

## Who Should Attend?

This course is suitable for anyone involved in the procurement, selection, appointment or management of external contractors.

## Aims

The aims of this course are to provide delegates with sufficient knowledge and information to develop an effective and appropriate contractor management strategy within their own organisation.

## Content

- The case for effective Contractor management
- Assessing Contractor competence
- The role of the Project Co-ordinator
- Establishing the basics
- Risk Assessment and Planning
- Monitoring performance
- Management systems
- Additional sources of information and guidance



## Duration

One day (7 Hours)

## Course Fees

### In-Company (UK)

£950 + VAT plus £25 per delegate  
at client's own premises

All delegates will be issued with a Management of External Contractors Workbook and a Certificate of Attendance.

**For further details on this course and  
any other training requirements:**

web : [www.rrc.co.uk](http://www.rrc.co.uk)

e-mail: [info@rrc.co.uk](mailto:info@rrc.co.uk)

telephone: **+44 (0)20 8944 3108**



# In-Company Training

RRC's training solutions enable you to create training solutions to suit your business' needs. We offer a broad spectrum of Health and Safety training, from NEBOSH/IOSH accredited courses, to courses providing more generic health and safety skills.

Whether its an off the shelf course adapted to meet your requirements, or a bespoke course designed to meet your specific needs, RRC can deliver it anywhere in the world in the way most effective for your business.

Our *Diploma Bite* courses even allow your staff to build up Diploma-level knowledge topic by topic so they can learn about what's relevant to their role or industry without embarking on a full Diploma programme.



## Professional Qualification Courses

- NEBOSH National General Certificate in Occupational Safety and Health
- NEBOSH National Certificate in Construction Safety and Health
- NEBOSH International General Certificate in Occupational Safety and Health
- NEBOSH Certificate in Fire Safety and Risk Management
- NEBOSH Diploma in Occupational Health and Safety Practice

## Certificated Courses

- CIEH
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- IOSH Working Safely
- IOSH Supervising Safely
- IOSH Managing Safely
- IOSH Managing Environmental Responsibilities
- IOSH Directing Safely
- RRC Key2Safety (Levels 1, 2 and 3).

## Short Courses

- Basic Safety and Loss Prevention
- Behavioural Based Safety
- The Confined Space Regulations
- The Construction Design & Management Regulations
- The Control of Substances Hazardous to Health Regulations (COSHH)
- Developing the Right Safety Culture
- Display Screen Equipment Training for Assessors
- Emergency Planning for Crisis
- Environmental Impact Assessment
- Environmental Management & Law Update
- Hazard and Operability Studies
- Hazardous Waste Management
- Health & Safety at Work for Employers
- Health & Safety Law Update
- Hydrogen Sulphide (H<sup>2</sup>S)
- Incident and Accident Investigation Industrial Safety and Practices
- Implementing OSAS 18001
- Managing External Contractors
- Manual Handling Operations
- Noise in the Workplace
- Risk Management
- Risk Assessment
- Risk Assessment Within Production Operations
- Safety in the Office Environment
- IOSH Safety for Senior Executives
- Safety Management
- Safety Management Techniques
- Safety Training Methods
- Stress Management in the Workplace