

C I R C U L A R – 138 (HSE)

Date: March 24, 2009

Ref: ZADC/HSE/AAZ/gs-056

TO : ALL CONSULTANTS, CONTRACTORS AND PROJECT MANAGEMENT

SUBJECT: **SUB CONTRACTOR & SUPPLIER MANAGEMENT**

With reference to the above subject and further to Zoning Authority HSE Accident statistics we have noticed that majority of the accidents occurred in construction sites due to failure to manage sub contractors and suppliers effectively by main contractors. Main contractors are responsible to ensure that sub contractors and suppliers comply with Zoning Authority Health, Safety and Environment Regulations by implementing Subcontractor Management systems.

The Subcontractor and supplier can be managed by implementing the following systems but not limited to:

1. Prequalification of Subcontractors and suppliers.
2. Define the Health, Safety and Environment responsibility in the sub contract documents.
3. Ensure competent and certified workforce for high risk activities.
4. Provide suitable and sufficient information and induction training to subcontractors.
5. Ensure all sub contractors and suppliers follow the Main Contractor's HSE Management System and procedures.

We would also like to highlight and emphasize that our objectives are to support you to ensure that your project is completed safely without accidents.

This is for your kind information and necessary action.

Thanking you,

For, and on behalf of
**DUBAI TECHNOLOGY AND MEDIA
FREE ZONE AUTHORITY – DTMFZA**