

Construction Supplemental

Your Name	
Your Email	
Your Phone	
Your Agency	
Insured Co.	

1. As part of the hiring practices, does the applicant perform (check all that apply):
 Pre hire/Post hire physical examinations
 Pre hire/Post hire drug & alcohol screenings
 Use an Employee Leasing Company
2. Are all hires subject to background checks?
 Yes No
3. Employee training provided?
 At hire
 Annually
 Specific to project
 Continuing education requirements
4. Please provide % of work provided (sum of three numbers below must equal 100%):
Work two stories or below: _____%
Work above two stories: _____%

> 10 stories: _____%

5. Does the applicant rent construction equipment to others with or without operators?

_____ Yes _____ No

If Yes, please **ATTACH** a copy of the rental agreement.

6. Does the applicant use scaffolding?

_____ Yes _____ No

If Yes, to what height ? _____ feet

7. Does the applicant contact utilities prior to digging?

_____ Yes _____ No

If Yes, do they record the locate ticket, wait the required "wait period" and renew the locate ticket before it expires?

_____ Yes _____ No

8. Does the applicant rent any equipment?

_____ Yes _____ No

If Yes, how much with or without operators (sum of two numbers below must equal 100%)?

a. With operators _____%

b. without operators _____%

9. What security measures are in place?

a. Is the job site secured (select both if they both apply)?

_____ Locked _____ Fenced

b. Is job site security provided at night?

_____ Yes _____ No

c. Security services are subcontracted?

_____ Yes _____ No

d. Are security services armed?

_____ Yes _____ No

10. Are pre-construction job site hazard analysis performed?

_____ All jobs _____ Based on size & complexity

11. Does the company have a written Safety Program?

_____ Yes _____ No

If Yes, does the program include:

_____ Regular safety meetings

_____ New employee orientation policy and training

_____ Supervisor training (Competent Person

_____ Vehicle safety policies, including distracted driving policy

_____ Guidelines for personal auto used in business of insured

_____ Guideline for personal use of insured vehicle

_____ Written job safety procedures

_____ Fall protection policy and training

_____ Mobile equipment procedures and training

_____ Material handling/lifting training

_____ Providing required PPE (personal protective equipment) with training on proper use

12. Does the applicant hire subcontractors?

_____ Yes _____ No

If Yes, does the applicant use a written contract all the time?

_____ Yes _____ No

If Yes, **ATTACH** a copy of the contract used

13. Which of the following does the applicant's contract require?

_____ Subcontractor will provide defense, indemnification & hold harmless protection to the fullest extent permitted by law

_____ Subcontractor is required to add as an Additional Insured (AI) for Premises/Operations and Completed Operations

_____ Provides Primary & noncontributory status on AI position

_____ Require insurance carrier minimum AM Best of A- or better

_____ Specify minimum limits subcontractor must carry

_____ The contract has been reviewed within the past 3 years by an attorney with contract law experience in all states where work is performed

_____ Require AI endorsement for a specified period after job is completed

_____ Have a designated person with responsibility for maintaining oversight of all contracts, including management of the evidence of continuing insurance throughout the duration of the project(s)

_____ Receive copies of AI endorsements (annually)?

14. What best describes your contract review process:

_____ Owner or assigned individual reviews all contracts for acceptability of indemnity and insurance requirement provisions?

_____ unacceptable indemnity or insurance requirements are altered to be favorable or the project is not bid/accepted

15. # Full time employees: _____

Part time employees: _____

Job specific hires annually: _____

16. Check the turnover rate most applicable to the applicant's employees.

Workforce Turnover Rates

Core Labor		Field Supervision	
Average size of workforce:	>15% turnover	Average size of workforce:	>15% turnover
	10-15% turnover		10-15% turnover
	0-10% turnover		0-10% turnover