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**Contractor Monitoring / Evaluation**

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|  | **Date** | **Site of works** |  |
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|  |  |  |
|  | **Contractor**  |  |  |
|  |  |  |
|  | **Service Type** |  |  |
|  |  |  |
|  | **Contact Person** |  |  |
|  |  |  |
|  | **Position** |  |  |
|  |  |  |
|  | **Phone** |  |  | Mobile |  |  |
|  |  |  |
|  | **Present at Meeting** |  |  |  |  |
|  | **Indicate Process Type** | **Monitoring / Assessment During Project** |  | **Post Contract / Work Completion Evaluation** |  |
|  |  |  |
|  | **Item / Issue** |  | **Comments** |  |
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Item / Issue examples: Signing-in, Incident Reporting and Investigation, Tools / Equipment, Training / Competence, Job Planning, Hazard Management, Communication, House-keeping, Behaviour.