

Fairview Estates (Housing) Limited Standard Purchase Order
Condition And Health/Safety Clauses

Lawn Road, Camden.

1. All materials, packaging, plant, and equipment supplied must comply with all relevant statutory provisions.
2. Material safety data sheets must accompany all materials delivered to site and a copy forwarded to the buying department of Fairview.
3. Where appropriate, a copy of current thorough examination certificates must accompany plant and equipment when delivered to site, along with the necessary health and safety literature for its safe operation and use.
4. Drivers of delivery vehicles must contact the site office 30 minutes prior to arrival. They must report to the Traffic Marshall on arrival. They must adhere to site rules and wear a hard hat, protective footwear, a high visibility vest/ jacket and suitable protective gloves at all times.
5. Delivery drivers off loading plant, equipment or materials must be trained and competent in the use of any lifting appliance and/ or accessory used. Copies of necessary documentation confirming this must be kept by the driver for presentation to Fairview as and when requested.
6. Plant, equipment and materials off loaded on site by delivery drivers must not obstruct access/ egress routes, footpaths or roadways.
7. Materials off loaded by delivery drivers must be stacked in a safe manner that will prevent tipping, collapse or unintentional movement.
8. Delivery drivers must not off load onto public footpaths or carriageways.
9. All delivery drivers must be CRB checked and carry all necessary identification.
10. The quantities detailed in the purchase order are the maximum to be supplied.
11. No deliveries are to be made before 09.30 HRS or after 15.00 HRS. No vehicles are to park outside of the development prior to entering the premises.
12. All delivery notes and invoices must contain the following information:
 - a) Site address

- b) Purchase order number :
- c) Block number, flat type or plot number:
- d) Product description and quantity
- e) Product unit rate and total
- f) Material safety data sheets for products supplied

13. The site contact will be who can be contacted on or

14. The following personnel are authorised to sign delivery tickets:

- a)
- b)

If delivery tickets are not signed by the above, payment will not be processed.

15. The use of a Tower Crane will be provided by Fairview for unloading goods on site where available if applicable.