Contractor Prequalification Readiness

Reference: Client-specific ISNetworld / Avetta / Veriforce screening | Preliminary self-assessment; not an exhaustive compliance determination.

Company / Site: _____ Date: _____ Reviewer: _____

Mark Yes, No, or N/A. A “Yes” requires actual supporting evidence. Record unresolved items on the corrective-action section.

#	Self-audit question	Yes	No	N/A
1	Is the legal business name and registration information accurate?	■	■	■
2	Are applicable licenses and contractor registrations current?	■	■	■
3	Are certificates of insurance current and consistent with client limits?	■	■	■
4	Are workers compensation and applicable coverage details documented?	■	■	■
5	Is EMR documentation available for applicable reporting periods?	■	■	■
6	Are OSHA injury and illness records available when required?	■	■	■
7	Are TRIR/DART calculations supported by source records when requested?	■	■	■
8	Are written safety policies relevant to actual work activities?	■	■	■
9	Are applicable safety procedures current and approved?	■	■	■
10	Are site-specific safety plans available when the project requires them?	■	■	■
11	Are employee orientations and safety training records traceable?	■	■	■
12	Are task-specific operator and competent-person qualifications documented?	■	■	■
13	Are incident investigations and corrective actions recorded?	■	■	■
14	Are subcontractor oversight requirements documented where applicable?	■	■	■
15	Are equipment inspections and maintenance records available as requested?	■	■	■
16	Are emergency response and rescue arrangements documented where needed?	■	■	■
17	Are drug and alcohol policies and testing records addressed where required?	■	■	■
18	Are environmental and other client-specific requirements reviewed?	■	■	■
19	Are submitted answers consistent with supporting documentation?	■	■	■
20	Is someone assigned to monitor portal requests, expirations, and renewals?	■	■	■

Corrective action log — item # / deficiency / owner / target date / closure evidence

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IMPORTANT: Applicability depends on tasks, hazards, jurisdiction and client requirements. This checklist does not guarantee OSHA compliance, avoidance of penalties, or acceptance by ISNetworld, Avetta, Veriforce or a hiring client.