

Qualify365

Health and Safety Pre-Qualification

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# Cat-3: Summary Report



**Scaffold Marlborough Ltd.**

ID: b75a29f1-92fc-449a-824e-bafd15bfa5a0

Issued 09 April 2026

Expiry 09 April 2027

Overall Grading

Tōtika  
Score **80** %

Tōtika  
Grading **Performing**

Pre-Qualification Category and Activity Endorsements

**Cat-3**

High Risk or Very High Risk Activities

- Scaffolding Erection and Dismantling

Insurances

✓ Certificate of currency

Insurance Type	Cover amount	Expiry Date
Professional Indemnity Insurance	\$10,000,000	01 April 2023
Public Liability Insurance	\$10,000,000	01 April 2023

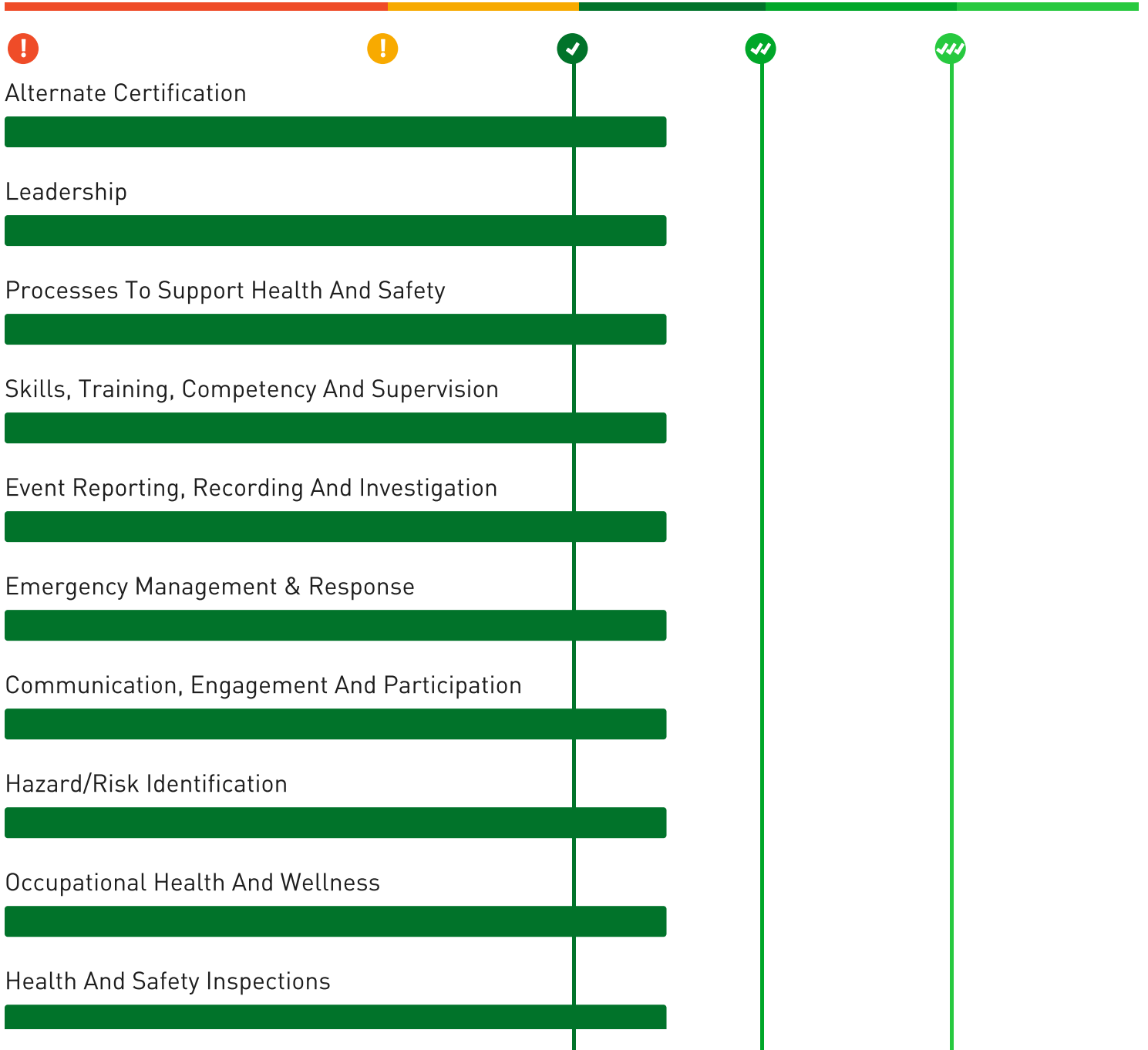
Assessment Executive Summary

A verification assessment conducted dated 8/04/2026 as part of the Totika certification verifies Scaffold Marlborough Ltd has demonstrated its understanding of occupational health and safety systems and practices within its business, covering most of the core elements of the Totika OHS management system framework requirement. It has achieved a "Performing" status in this assessment. Disclaimer: L5 ratings, where assigned, are used internally only to identify progress towards alignment with ISO 45001 and do not constitute a further grade or status above Tōtika L4 (Beyond Performing). These ratings are not part of the formal Tōtika grading scale. Legal Notice: This assessment is based solely on the documentation and responses submitted by Scaffold Marlborough Ltd at the time of review. It does not constitute legal advice, nor does it certify or accredit your organisation. Responsibility for compliance with all relevant obligations under the Health and Safety at Work Act 2015 and associated regulations remains with your business. The outcome of this assessment is intended to support procurement decisions and may be used as part of a broader contractor evaluation process.


  
 Authorised by **Nick Engelmann**  
 Lead Moderator Quality365

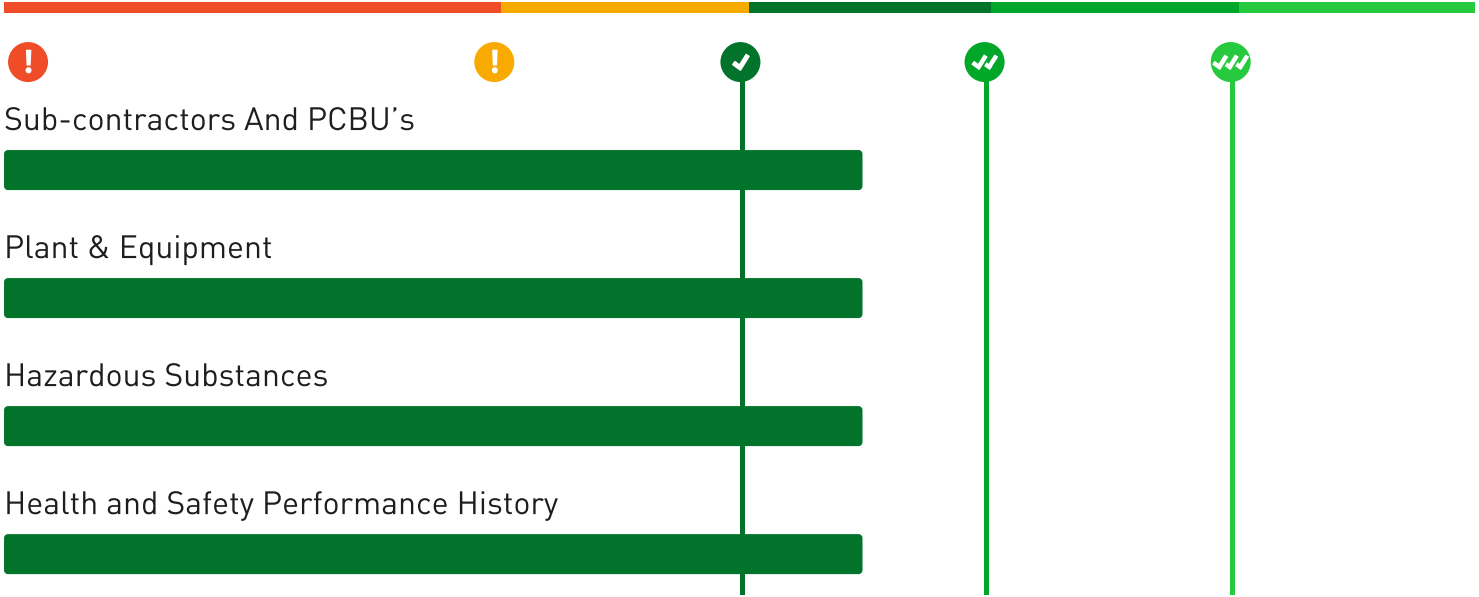
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Module Level Results







Key

- |  |                              |                                    |  |               |                              |
|--|------------------------------|------------------------------------|--|---------------|------------------------------|
|  | Significant improvement area | Does not meet Tōtika core criteria |  | Performing    | Meets Tōtika Core criteria   |
|  | Improvement area             | Does not meet Tōtika core criteria |  | Comprehensive | Exceeds Tōtika core criteria |
|  |                              |                                    |  | Excellent     | Best practice demonstrated   |



**Key**

- |  |                              |                                    |   |                              |
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## Assessment Scorecard

### Alternate Certification

- L3 Has your business been independently assessed for any of the following recognised Health & Safety certifications, verifications, or assessments? • Q-Safe • ISO45001 • SafePlus • ACC Accredited Employers Programme (AEP) • Registered Adventure Activity Operator • NZS 7901 • Registered Master Arborists • Aviation specific Safety Certification • Safetree Certified Contractor • Maritime Operator Safety System (MOSS) • Medical and Nursing Practitioners
- L3 Please provide a detailed outline of your business. This should include an overview of your core operations, the specific industries or sectors you operate within, any key processes or activities that are fundamental to your business, and the general scale of your operations (such as number of employees, size of facilities, etc.). Additionally, please highlight any aspects of your business that you believe are unique or particularly relevant to health and safety considerations. This information will assist us in conducting a thorough and relevant Tōtika prequalification assessment.

### Leadership

- L4 [LB01] Do you have a Health and Safety Policy Statement that sets out leadership and commitment requirements for good health and safety practice?
- L3 [LB02] How do you communicate the Health and Safety Policy Statement to workers and confirm they understand it?
- L3 [LB03] Are health and safety accountabilities / responsibilities allocated to management roles within your organisation?
- L4 [LB04] Does your business have processes to deal with work-related health and safety issues including tracking agreed actions to completion?
- L4 [LB05] Do the senior leaders of your organisation actively and positively demonstrate their commitment to the health and safety of workers?
- L3 [LB06] Do the senior leaders of your organisation actively consider the impacts on health and safety when making business decisions?

## Processes To Support Health And Safety

- L3 [LB07] Do you have a documented Health and Safety Management System? If yes, please provide a listing of your policies/procedures/processes covering the Tōtika core criteria.
- L3 [LB08] Do you and your workers have access to competent health and safety advice? "NA Required" if a Principal Contractor as the question asked in Core Criteria Question PC05. advice
- L4 [LB09] How does your organisation plan and budget for health and safety and how do you provide workers time and capability to apply health and safety processes?
- L3 [LB10] When working on a client's site, do you develop Site (or service) Specific Health and Safety Plans (Site-Specific Safety Plans)? "NA Required" if a Principal Contractor, as the question is asked in the Principal Contractors Module
- L3 [LB11] How do you ensure health and safety is continually improved within your organisation?
- L3 [LB12] Does your organisation set health and safety goals/objectives?
- L4 [LB13] How does your organisation monitor its health and safety performance?
- L3 [LB14] Does your organisation have a procedure / process in place for conducting audits of its Health and Safety Management System on a regular basis?

## Skills, Training, Competency And Supervision

- L4 [LB15] Do you have a documented process for the training and competency of your workers to ensure they can complete their work safely? This may include:
  - On-the-job training
  - Trade certification, e.g. electrical, plumbing, carpentry, mechanics, boilers, rigging, welding, etc.
  - Licenses, e.g. forklift, HT
  - Specialist Training, e.g. hazardous substances, work at heights, permit receiver, isolations
  - Management of refresher training
- L3 [LB16] Do you have a worker induction program in place that covers off employees and contractors and inducts them into the workplace and/or worksites?
- L4 [LB17] Have your workers completed foundation health and safety training (e.g. Hazardco H&S Fundamentals, Impac H&S Foundations, Besafe Foundation Toolbox, Site Safe Passport, in-house training, etc.)?
 

Construction contractor/supplier Have workers completed an independent foundation knowledge assessment in line with industry guidance?

"NA Possible if not working in a construction environment."
- L3 [LB18] Have workers required to carry out hazardous work been provided with the appropriate training and/or hold the required licenses or certifications? Hazardous work includes but is not limited to work from height, work with asbestos, underground work, confined space entry, work around mobile plant or vehicles, buried services, electricity, hazardous substances, radiation, etc. Use NA if hazardous work is not undertaken.
- L4 [LB19] Describe how young, new, and other vulnerable workers are appropriately supervised and coached/trained on the job.

### Event Reporting, Recording And Investigation

- L3 [LB20] Do you have a documented procedure for event recording, reporting and investigation?
- L3 [LB21] Do you investigate all significant health and safety events including high potential near misses?
- L3 [LB22] When are you required to notify Worksafe NZ of any notifiable work or event?
- L3 [LB23] How do you ensure the learning from investigations (formal or informal) are translated to improved work processes via corrective actions, follow up and communication with workers?

### Communication, Engagement And Participation

- L3 [LB26] How does your organisation create an environment to support open communication with workers?
- L3 [LB27] Do you have a documented procedure or process that encourages and allows for workers to engage and participate in health and safety matters?
- L3 [LB28] Do you have regular meetings with workers where health and safety matters are discussed, and workers have the opportunity to raise any issues? If yes what is their frequency and why is this viewed as appropriate?

### Emergency Management & Response

- L3 [LB24] Do you have documented emergency procedures that cover general emergencies your workers may be exposed to when on your site/s?
- L4 [LB25] Does your business develop emergency plans for client sites/projects as well as for specialist higher risk work activities e.g. work at height, confined space entry? Use NA if it is clearly demonstrated that no higher risk activities require specialist emergency plans, and the organisation always works under a client or principal contractors site/project emergency plan.

### Hazard/Risk Identification

- L4 [LB29] Do you have a documented procedure for the identification of hazards and management of their risk/s? This includes both hazards and risks associated with a physical environment and those associated with work activities.
- L4 [LB30] How do you communicate identified hazards and risks and their required controls to your workers, and confirm they understand it?
- L3 [LB31] How do you monitor/review the controls for your hazards/risks to ensure they are still effective?
- L3 [LB32] Do you produce written work instructions, Job safety analysis, Task Analysis, Safe work method statement, and/or standard operating procedures, and/or other specific safety instructions for the work you do?
- L3 [LB33] Are all workers provided with appropriate PPE for the work being undertaken, is it regularly checked and maintained and are workers trained and competent in its correct use?

### Occupational Health And Wellness

- L3 [LB34] Have you identified any occupational health hazards/risks that require controls, including health monitoring/surveillance, and do you carry this out? Use NA if no health hazard exposures
- L4 [LB35] Does your organisation have a workplace drug and alcohol policy?
- L3 [LB36] How does your organisation manage work-related stress, fatigue and mental wellbeing?

### Sub-contractors And PCBU's

- L3 [LB39] Do you have a documented procedure for the management of sub-contractors? Use NA if sub-contractors clearly not engaged.
- L3 [LB40] Do you prequalify (Health and Safety) each subcontractor (PCBU) prior to engagement to confirm they have an appropriate health and safety management system? Use NA if sub-contractors clearly not engaged.
- L3 [LB41] Do you have processes to ensure you communicate and work with subcontractors on matters of health and safety to ensure work is coordinated to manage risks to health and safety. Use NA if sub-contractors clearly not engaged.
- L3 [LB42] Do you regularly monitor your contractors health and safety performance and provide feedback on this to them? If yes what is the frequency of this and why is this viewed as appropriate? Use NA if sub-contractors clearly not engaged.
- L3 [LB43] Do you have processes to consult, communicate, and coordinate activities with other organisations you might work with or in the vicinity of? "NA Required" if a Principal Contractor as question asked in Core Criteria Question PC01.

### Health And Safety Inspections

- L3 [LB37] Do you have a documented procedure for the physical inspection of worksites other than offices? N/A possible for office based organisations.
- L3 [LB38] How often do you carry out these inspections and why is this viewed as an appropriate frequency?

### Plant & Equipment

- L3 [LB44] Do you have a procedure or documented process for the appropriate maintenance of any plant and/or equipment you use as part of your work? *Plant and equipment refers to industrial plant and equipment, including mobile P&E, lifting equipment (slings, strops, chains), and safety equipment (harnesses, lanyards, gas testers etc.)* Use NA if plant and equipment clearly not used.
- L3 [LB45] Do you have processes and systems for managing and monitoring plant and equipment operations?

## Hazardous Substances

- L3 [LB46] Do you have a procedure or documented process for the storage, transportation, and use of hazardous substances? Use NA if hazardous substances, other than general household type and quantities, are clearly not held.
- L3 [LB47] Do you maintain a hazardous substances inventory? (as per the requirements of the Haz Sub Regs). Use NA if hazardous substances, other than general household type and quantities, clearly not held.
- L3 [LB48] Describe how you get Safety data sheets (SDS) for your hazardous substances and how these are communicated/provided to your workers. Describe how you ensure all hazardous substances are appropriately labelled and marked. Use NA if hazardous substances, other than general household type and quantities, are clearly not held.
- L3 [LB49] Have workers been trained in the safe use and handling of the hazardous substances they use or are exposed to? Use NA if hazardous substances, other than general household type and quantities, clearly not held.

## Health and Safety Performance History

- L3 [LB50] Have you been convicted of a Health & Safety offence within the last 5 years? If yes, provide the details of the offence.
- L3 [LB51] Have you had any enforcement action taken against you by an health and safety Regulator in the last 5 years? This includes prohibition or improvement notices, or formal warnings? If yes, provide the following details and evidence:
- L3 [LB52] Have you ever been investigated by a Health and Safety Regulator in the last 5 years? If yes, provide the following details and evidence:
- L3 [LB53] Have you been convicted of an environmental offence within the last 5 years? If yes, provide the details of the offence including details of the:
- L3 [LB54] Have you been recognised by clients or other external bodies for health and safety excellence, innovation or problem solving in the last 5 years? If yes provide a description of the award and attach a copy of it.

### Key

- Significant improvement area Does not meet Tötika core criteria
- Improvement area Does not meet Tötika core criteria

- Performing Meets Tötika Core criteria
- Comprehensive Exceeds Tötika core criteria
- Excellent Best practice demonstrated