

# Subcontractor Evaluation Form- Service

Subcontractor Name: \_\_\_\_\_

S/C Number: \_\_\_\_\_

D/S \_\_\_\_\_

Date \_\_\_\_\_

Areas of Evaluation	Elements to Consider	Grade
A) Environment, Safety and Health	<ul style="list-style-type: none"> <li>• Accident and injury record on this job</li> <li>• Adherence to company safety program</li> <li>• Adherence to the hazard analysis document</li> <li>• Mandatory training completed</li> <li>• Training records management</li> <li>• Compliance with safety standards, rules and regulations during field work activities</li> <li>• Observations of work activities</li> <li>• Use of PPE when needed</li> </ul>	<input type="checkbox"/> Acceptable  <input type="checkbox"/> Unacceptable
B) Performance and Quality	<ul style="list-style-type: none"> <li>• Adequate supervisory oversight and -in-process inspections</li> <li>• Completes contracted work on time, and within the required acceptable quality standard. Strives for continuous improvement. Accepts change willingly.</li> <li>• Determines level of customer satisfaction and reacts accordingly</li> <li>• Quality work process records management</li> <li>• Provides documentation as required for all work scope changes-</li> </ul>	<input type="checkbox"/> Exceptional Performance  <input type="checkbox"/> Adequate performance  <input type="checkbox"/> Marginally acceptable performance.  <input type="checkbox"/> Not recommended for future work consideration

Would you like to have a letter of recognition be sent to this subcontractor?      YES       NO

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

Distribution: Contract Administrator, Requisitioner, File

ESH Admin Form #15

05/ 2000