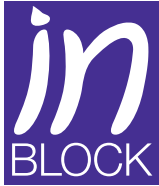


BLOCK & ESTATE MANAGEMENT

Selection & Supervision of Contractors

(Reviewed June 2015)

www.inblock.co.uk



Selection & Supervision of Contractors

InBlock has no in-house tradespeople. We therefore have the flexibility of being able to work with your own existing contractors or we can introduce those we know and trust.

- Our contractor selection process ensures that suppliers who are instructed on behalf of our Clients are properly experienced, qualified and insured. Contractors are expected to follow a specific Code of Conduct and sign a Confidentiality Agreement.

This allows us to monitor our suppliers using performance indicators to ensure that the level of service to our Clients is of the highest possible standard.

- Job specifications & schedules will be discussed and produced for each contractor to ensure all parties are aware of the work expected. Work contracts such as gardening and cleaning will be reviewed on a regular basis to ensure the required standards are being met and prices remain competitive.
- When required, comparative quotes will be obtained for works.
- Random spot checks will be carried out on contractor works to ensure that quality is being maintained.