



**CONTRACTOR SITE HANDOVER CERTIFICATE FORM – Minor Works**

**PF398**

PROJECT: .....

LOCATION: .....

CONTRACTOR NAME: .....

Work has been completed and the work site is safe for occupation of UQ staff and students.

- All hazards and potential hazards resulting from this work have been controlled,
- The area has been left in a safe condition.

Until hand over has taken place, the Contractor shall be solely liable for any accidents, injury, damage or loss to any person, or to property of any person arising from the carrying out of these works. Hand over of site will not be effective until this form has been completed.

Please provide list of plant and or equipment installed with this project.

I.e. Auto Door, Air Conditioning Plant, Fire Detectors etc.

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Contractor Site Supervisor Signature: .....

Contractor Site Supervisor Name: ..... Date: .....

Signature of Project Manager/Supervisor/Officer: .....

Name: ..... Date: .....

Distribution - **Contractor, Project Officer -** , MES, MS, MMC, SPFA.