**Template Letter from Suppliers to Contractors & Clients**

Dear *[Contractor/Client name]*

**Introducing the Common Assessment Standard**

We are delighted to be part of an industry-wide pre-qualification (PQ) system. PQ has been a major barrier to improved productivity in the construction sector for a long time, and Build UK has worked with a wide range of clients, contractors and supply chain companies to develop the **Common Assessment Standard**, an industry-recognised standard for the pre-qualification of suppliers in the construction industry.

We have been certified against the Common Assessment Standard by [*insert name here*] to a desktop/site-based level. [As this is equivalent to *[insert product name],* which you currently specify for your supply chain,] we believe that you should also consider adopting the Common Assessment Standard in order improve efficiency and reduce cost in the PQ process not only in your supply chain, but also across the wider industry.

The Common Assessment Standard comprises a question set and corresponding assessment standards for two levels of certification: desktop and site-based; and covers all the key elements of stage 1 procurement. Companies are certified against it by [Recognised Assessment Bodies](https://builduk.org/priorities/increasing-productivity/pre-qualification/#Recognised-Assessment-Bodies), who provide independent third-party assurance.

It has support from across Build UK membership and the wider industry, as well as Government and the Construction Leadership Council (CLC) and there is a [growing number](https://builduk.org/priorities/increasing-productivity/pre-qualification/#Organisations-Using-The-Common-Assessment-Standard) of private and public sector clients and contractors specifying it for their supply chains. There is also a [data sharing solution](https://builduk.org/wp-content/uploads/2023/06/Data-Sharing-An-Overview-June-2023.pdf) in place which enables contractors and clients to obtain key PQ data from any Recognised Assessment Body, regardless of which one carried out the original audit.

Further information on the Common Assessment Standard can be found at [www.BuildUK.org/pre-qualification](http://www.BuildUK.org/pre-qualification) and we hope you consider adopting it. Any questions or queries you may have can be emailed to [Build UK](mailto:pre-qualification@BuildUK.org).

Yours sincerely