

# **Subcontractor Safety Training Requirements**

Date: [Insert Date]

To: [Subcontractor's Name]

From: [Your Company Name]

Subject: Safety Training Requirements

Dear [Subcontractor's Name],

As part of our commitment to ensuring a safe work environment, we require all subcontractors to complete specific safety training prior to the commencement of work on our projects. Below are the training requirements that must be fulfilled:

## **Required Safety Training Courses**

- OSHA 10-Hour Safety Training
- First Aid and CPR Certification
- Forklift Safety Training (if applicable)
- Hazard Communication Training
- Fall Protection Training

## **Documentation**

Please provide copies of the certificates of completion for all required training courses. These documents must be submitted to us no later than [Insert Deadline Date].

## **Contact Information**

If you have any questions or need further information regarding the safety training requirements, please do not hesitate to contact [Your Contact Information].

Thank you for your cooperation in maintaining a safe workplace.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]