

Subcontractor Safety Compliance Review

Date: [Insert Date]

To: [Subcontractor's Name]

[Subcontractor's Address]

Dear [Subcontractor's Contact Name],

As part of our ongoing commitment to maintaining safety standards at [Your Company Name], we are conducting a safety compliance review of all our subcontractors. This review aims to ensure that all safety protocols are being adhered to on our job sites.

We kindly request that you provide the following information:

- Current safety policies and procedures
- Training records for employees
- Previous safety inspection reports
- Incident reports for the last [Insert Time Period]

Please submit the required documentation by [Insert Deadline]. Your cooperation is essential in helping us maintain a safe environment for all workers.

If you have any questions regarding this review, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email Address]