

Health and Safety Presentation Invitation

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Invitation to Health and Safety Presentation

Dear [Subcontractor Name],

We are pleased to invite you to a Health and Safety presentation scheduled on [Insert Date] at [Insert Time]. The presentation will be held at [Insert Location]. This session aims to ensure that all subcontractors understand our health and safety policies, procedures, and expectations.

Topics to be covered include:

- Company Health and Safety Policy
- Site-specific Safety Protocols
- Emergency Procedures
- Reporting Incidents and Hazards
- Personal Protective Equipment (PPE) Requirements

Please confirm your attendance by [Insert RSVP Date]. We appreciate your cooperation in fostering a safe work environment for everyone involved.

Thank you for your attention to this important matter. We look forward to your participation.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]