

Safety Protocol Implementation for Subcontractors

Date: [Insert Date]

To: [Subcontractor Name]

Address: [Subcontractor Address]

Dear [Subcontractor Name],

As part of our commitment to ensuring safety during industrial operations, we require all subcontractors to adhere to the following safety protocols effective immediately:

1. All employees must wear appropriate personal protective equipment (PPE) at all times on-site.
2. Weekly safety meetings are mandatory for all subcontractor teams.
3. Incident reporting procedures must be followed without exception.
4. Emergency evacuation drills will be conducted monthly.
5. Daily safety audits must be documented and submitted to our safety officer.

Please confirm your understanding and acceptance of these protocols by signing and returning the enclosed form by [Insert Deadline]. Non-compliance will result in immediate suspension of work until the issues are resolved.

Thank you for your attention to this critical matter. Together, we can maintain a safe working environment for everyone.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]