

Retail Seasonal Workforce Safety Guidelines

Date: [Insert Date]

To: All Seasonal Employees

From: [Insert Manager's Name]

Subject: Important Safety Guidelines for the Seasonal Workforce

Dear Team,

As we welcome our seasonal workforce to [Company Name], it is crucial that we prioritize safety for ourselves and our customers. Please adhere to the following safety guidelines:

General Safety Practices

- Wear appropriate personal protective equipment (PPE) at all times.
- Keep work areas tidy to prevent slips, trips, and falls.
- Be aware of your surroundings and report any unsafe conditions immediately.

Emergency Procedures

- Familiarize yourself with emergency exits and procedures.
- In the event of a fire, use the nearest exit. Do not use elevators.
- Report any incidents or injuries to your supervisor immediately.

Covid-19 Safety Measures

- Wear masks in accordance with health guidelines.
- Maintain social distancing wherever possible.
- Use hand sanitizers provided throughout the store.

Your safety is our top priority. Thank you for your attention to these guidelines. Let's make this season safe and successful!

Best Regards,

[Your Name]

[Your Position]

[Company Name]