

Supplier Health and Safety Responsibilities

Dear [Supplier's Name],

We are writing to outline the health and safety responsibilities required of your organization as a supplier for [Your Company Name]. It is essential that all suppliers comply with our health and safety standards to ensure a safe working environment.

Responsibilities

- Ensure compliance with all relevant health and safety regulations.
- Conduct regular risk assessments and manage identified risks.
- Provide appropriate training and protective equipment to employees.
- Report any incidents or safety concerns immediately.
- Maintain all necessary documentation related to health and safety practices.

We appreciate your cooperation in upholding these standards and ensuring the well-being of all personnel involved in our supply chain.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]