

Health and Safety Measures Notification

Date: [Insert Date]

To: [Supplier's Name]

From: [Your Company's Name]

Dear [Supplier's Name],

As part of our commitment to ensuring a safe and healthy working environment, we kindly request you to review and implement the following health and safety measures within your workforce:

1. **Regular Safety Training:** Conduct monthly safety training sessions for all employees.
2. **Personal Protective Equipment (PPE):** Ensure that all employees are equipped with the necessary PPE for their tasks and that it is maintained properly.
3. **Emergency Procedures:** Establish clear emergency procedures and ensure all employees are familiar with them.
4. **Health Monitoring:** Implement regular health checks for employees, especially those in high-risk roles.
5. **Incident Reporting:** Maintain a transparent incident reporting system to track and address any workplace accidents or hazards.

We appreciate your cooperation in these efforts to foster a safe working environment for all. Please confirm receipt of this letter and provide us with an update on your implementation of the mentioned measures by [Insert Deadline].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company's Name]

[Your Contact Information]