

Protective Equipment Update Notice

Date: [Insert Date]

To: [Contractor Name]

From: [Your Company Name]

Subject: Update on Protective Equipment Requirements

Dear [Contractor Name],

We are writing to update you on the requirements for protective equipment while working on our projects. Due to recent changes in safety regulations, we have outlined the following updates:

- All personnel must wear hard hats at all times on-site.
- High-visibility vests are now mandatory for all workers during daylight hours.
- Safety gloves must be provided and used when handling any materials.
- Goggles must be worn when performing tasks that could produce debris.

Please ensure that your team is equipped with the necessary protective gear starting from [Insert Effective Date]. We appreciate your cooperation in maintaining a safe working environment.

If you have any questions or require further clarification, do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]