

HEALTH & SAFETY POLICY FOR TEMPORARY WORKERS

The responsibilities of PMR, the Hirer Client to whom you are sent on assignment, and you as a Temporary Worker under Health & Safety law are as follows.

THE CLIENT

The Client is required by law:

- To treat you as if you were their own employee for all Health & Safety matters, for example on an assignment they must make you aware of their Health & Safety policy.
- To carry out an assessment of Health & Safety risks and put in writing the results if the client employs more than 5 people
- To inform you of their Health & Safety representative, if you have any queries regarding Health & Safety matters this is the first person to contact
- To ensure that adequate protective clothing is provided to you, suitable for the tasks you are required to perform
- To record any accidents or injuries in the Client's Accident Book and to inform the Health & Safety Executive if necessary.

PROPERTY MANAGEMENT RECRUITMENT

We are responsible for:

- Passing on to you any information provided by the client on any qualifications or skills that you will need in order to carry out your job safely and any Health & Safety information relevant to the Assignment

YOU - THE TEMPORARY WORKER

You have a duty to:

- Assess any risks to your health during your Assignment. You are responsible for informing the Client about any dangers you perceive, in order to assist the Client in maintaining a safe workplace
- Observe the Client's Health & Safety instructions and policy. To familiarise yourself with it and ensure that you see a copy of it before commencing the Assignment.
- Co-operate with the Client on Health & Safety matters to ensure a safe workplace
- Take all reasonable steps to safeguard your own safety and that of any other person who may be affected by your actions
- To ensure that you are given all information necessary on actions to be taken in the event of fire, or other emergency
- Report to the Client any injury or accident whilst on Assignment
- Wear any protective clothing and/or equipment provided.