



INTRODUCTION LETTER HSW OBLIGATIONS

Date: 2020

Job Hop Limited would like to take this opportunity to advise on the Health and Safety obligations of the arrangement between the **Job Hopper** and the **Job Provider**.

We trust the arrangement between the **Job Hopper** and the **Job Provider**, will be a rewarding one for you both.

We would also like to take this opportunity to remind you of your obligations under new health and safety legislation that came into force in April 2016.

The Job Provider has the responsibility to ensure the safety of all workers.

From April 2016, all workers have an obligation to ensure that they are adhering to the provisions under the Health and Safety at Work Act 2015 of their workplace.

The Job Hopper Worker must be committed to:

- generally comply with the requirements of all safety legislation (or any other legislation that may apply) whilst performing work for **the Job Provider**
- Comply with and adhere to **the Job Providers** Health and Safety Policies and attend any induction or training as instructed
- undertake all work safely and manage the risk of harm to persons or property
- if requested by **the Job Provider**, produce evidence of any approvals including any authorisations, licences, prescribed qualifications or experience, or any other information relevant to work health and safety (as the case may be) to the satisfaction of **the Job Provider** before commencing work

The Job Provider must be committed to:

- the provision and maintenance of a work environment that is without risks to health and safety
- the provision and maintenance of safe systems of work
- the safe use, handling, and storage of plant, substances, and structures
- the provision of adequate facilities for the welfare at work of workers in carrying out work for the business or undertaking, including ensuring access to those facilities



- providing the information, training, instruction and supervision necessary to maintain a healthy and safe workplace
- the provision of any information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking
- that the health of workers and the conditions at the workplace are monitored for the purpose of preventing injury or illness of workers arising from the conduct of the business or undertaking

As a Health and Safety conscious business, **Job Hop Limited** aims for the highest standards of practice. As such, we require an induction to be carried out for all **Job Hopper Workers** into **the Job Providers** workplace (see enclosed **Workers Induction Checklist**), to ensure **the Workers** have successfully been inducted into a safe workplace.

We wish you every success in the future.

Yours sincerely

Gordon Heggie

Director