



Health and Safety Questionnaire

It is a requirement of the DTI (guidance on the Conduct of Employment Agencies and Employment Businesses Regulations 2003) that we ask all Clients to provide details of Health and Safety related to their site for each vacancy (Regulation 18c)

Please would you provide us with copies of Health and Safety documentation relevant to each vacancy. Please also complete the following Health and Safety Questionnaire.

Vacancy Title:

Do you have a Health and Safety Policy? Y N

Are you aware of any potential Health and Safety risk that candidates supplied by Kent Top Temps Ltd or in case of our Managed Service supplied by our 2nd tier suppliers may be exposed to during the course of their work? Y N
If yes please give details

Have all relevant risk assessments been carried out? Y N

Have you complied with all risk assessment findings? Y N

Are risk assessments reviewed on a regular basis and/or when appropriate according to the circumstances? Y N

How many RIDDOR accidents have occurred pertaining to this position in the last year? Y N
If 3 or more of the same nature, please detail:

Will you ensure that all candidates supplied and introduced by Kent Top Temps Ltd or through our Managed Service receive Health & Safety instructions? Y N

Who in your department is responsible for Health & Safety?

Name: _____ Position: _____

Your Details:
Department/Company Name

Address

Name

Position