

ARU Temps

Health & Safety Statement for Temporary Agency Workers

The role of ARU Temps is to provide temporary workers to both internal and external clients. We place great importance on the health and wellbeing of our temporary staff and students and will take all reasonable steps to prevent injury, illness and protect you from hazards and provide a healthy working environment. We are committed to ensuring that our clients work in accordance with the Health and Safety at Work etc Act (1974) and we will take all reasonable steps to ensure your health, safety and welfare whilst visiting our offices and working on any of our clients (host employers) premises.

It is your responsibility to look after your own work-related health and safety and the health and safety of others affected by your activities. Here is what you need do.

- Cooperate with the Host Employer by following safe working practices and carrying out your health and safety responsibilities as detailed in the Host Employer's Health and Safety Policy, Fire and Emergency arrangements and standards.
- Wear appropriate clothing and footwear and or wear protective clothing when required.
- Take part in any health and safety training and development identified as necessary by the Host Employer or line manager. This usually includes an induction, task training, supervision, and communication of any relevant risk assessments.
- Only carry out tasks that you are trained for and competent to complete and have also been authorised to undertake within the agreed premises or area.
- Use work equipment and chemicals safely and in accordance with instructions and training. Do not misuse equipment that has been entrusted to you.
- Seek advice if they do not feel competent to carry out their responsibilities.
- Notifying ARU Temps of any changes in your circumstances that could affect your ability to work or that put you at risk within the workplace.

You should also:

- Report any issues that could cause a health or safety risk to your manager. Take action to make yourself safe, remove yourself from the role if at risk and inform ARU Temps of any concerns.
- Report to your immediate supervisor any defects with equipment and ensure that the equipment is in a safe and secure state when unattended.
- Report all accidents, work-related ill-health, health and safety related incidents, hazards or inadequacies in health and safety procedure in accordance with your Host Employer's procedure. Report to your Host Employer and your ARU Temps contact.

Candidates confirm they have read and agree to the above statement when registering on the ARU Temps online candidate portal by ticking the 'Please accept Health & Safety Policy' box.