

**Ideal CCTV**  
**Acknowledgement of Use of Personal Protective Equipment**

Task	Protective Equipment Used for Task	Supervisor

	Description	
<b>Health and Safety Policy</b>	• Issue a copy of the company policy statement	<input type="checkbox"/>
	• Explain the make up of the full policy manual	<input type="checkbox"/>
<b>Fire</b>	• Explain the meaning of possible fire signs at client's premises	<input type="checkbox"/>
	• Instruct to familiarise with fire safety precautions upon arrival at any site	<input type="checkbox"/>
	• Instruct to familiarise with escape routes upon arrival at any site	<input type="checkbox"/>
	• Identify the assembly point location	<input type="checkbox"/>
<b>First Aid</b>	• Hand-over First Aid box for engineers van	<input type="checkbox"/>
<b>Risk Assessment and General Conduct</b>	• Explain the significant hazards associated with the work	<input type="checkbox"/>
	• Issue any written instructions necessary regarding risks and safe work methods. Highlight information about hazardous substances	<input type="checkbox"/>
	• Let engineer study the working at heights HSE compilation and answer any queries	<input type="checkbox"/>
	• Explain any other emergency situations which might arise besides that for fire evacuation	<input type="checkbox"/>
	• Discuss workplace tidiness, hygiene and any other H&S matter for which the employee may want information	<input type="checkbox"/>
<b>Personal Protective Equipment</b>	• Issue any necessary PPE and ensure employee is trained in its correct use	<input type="checkbox"/>

Affirm that it is the responsibility of the employee to check and maintain their PPE and advise on any defects.

**ACKNOWLEDGEMENT**

I acknowledge having been given information on the subjects listed above and have no further questions at this time regarding its content. If I need future advice on any matter relating to safe working I shall contact my Supervisor prior to carrying out the work. Should I ever be asked to carry out operations for which I feel I have not had the relevant training I shall bring this to the attention of my Supervisor. I shall carry out any work allocated to me in compliance with the company's laid down safe procedures.

Employee's Name:		Date:	
Signature:		Department/Location:	