

Keeping Safe at Work

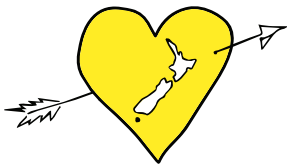
Beyond
Recruitment

Temporary Staffing Solutions

Thank you for choosing us as your recruitment agency.
We look forward to working with you!

Your safety and wellbeing at work is important to us. Here's what you need to know as a Beyond Recruitment Temporary Employee in relation to Health & Safety.

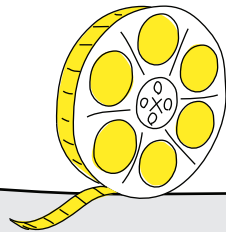
WE LOVE NZ



We want to make sure that all of our Beyond Recruitment team members come home healthy and safe everyday, no matter which industry they work in or what job they do.

Health & Safety Induction

During your registration as a Beyond Recruitment Temporary Employee, or prior to your assignment, you will have:



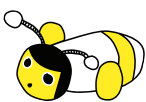
Viewed and understood
our presentation on
Health & Safety.



Received and signed a
copy of our Health &
Safety policy.

You will also have a clear understanding of our:

Everyone is responsible
for safety in the workplace



Steps to Safety

Adhere to our Health & Safety Policy

Co-ordinate, Communicate and Consult
with Beyond Recruitment

Report Hazards, Accidents & Incidents

Adhere to Safe Operating Procedures

Obey Site Safety/Emergency Procedures

Client

You

Consultant



If you have any questions or concerns at any time, please contact your Consultant on
Auckland +64 9 309 3105 | Wellington +64 4 472 2434

10 Ways to Keep Safe

1

Carry out your work responsibilities in a safe and healthy manner, taking care to ensure that you don't harm anyone else through your actions, or lack of action.

2

Attend all necessary training and seminars as requested by Beyond Recruitment.

5

Identify, mitigate and report hazards in the workplace to your direct supervisor and Beyond Recruitment.

4

If you haven't been inducted, or have any concerns at a client site, you must contact Beyond Recruitment immediately.

3

Attend your client's onsite induction, and ensure that you clearly understand the specific emergency procedures. If unsure, ask questions!

6

Follow all instructions regarding hazards and report any unsafe conditions in the workplace immediately to your direct supervisor and Beyond Recruitment.

7

Use any ergonomic equipment required for the working environment.

8

Report accidents and incidents immediately to your direct supervisor and Beyond Recruitment.

9

If there are any changes to your duties, you must keep Beyond Recruitment informed.

10

Unsure of anything? Please ask!

Be Aware of Key Risks

Stress



Encourage a positive workplace culture.

Muscular Strains



Share the load and get someone to help you.

Slips & Trips



Keep work areas and walkways clear. Report and clean up spills.