Health and Safety Policy

Equation Limited trading as Equation Recruitment · Version 1.2 · 31 October 2026

Our promise

You should go home safe from every shift. We work with each client to make sure that happens.

Before you start

- We visit or check the client's site and see their risk assessment before supplying anyone.
- Your **assignment details** tell you the risks, the PPE you need, your induction, the site contact and how to report a problem.
- The client gives you a **paid induction** on your first day.
- **PPE is always free.** Nothing is ever charged or taken from your pay for it. Your assignment details say whether the client or we supply each item.

While you work

- Follow the site rules and your training. Use the PPE provided.
- Take your breaks. Don't work beyond the hours you're booked without telling us.
- **You can stop work and leave** if you believe there is serious and immediate danger. You'll be paid for the shift and won't lose work for it.

Worried about safety?

Tell the site supervisor, or tell us — whichever you prefer:

- Phone 01869 323444 (out of hours 07444 368 155)
- Online: Raise a concern at equationrecruitment.co.uk/policies, or "Report a concern" on your shift link
- Email jason@equationrecruitment.com

We acknowledge within 2 working days. You will not lose work for raising a safety concern. You can also contact the Health and Safety Executive on 0300 003 1647.

If something happens

- Report any **accident, injury or near miss** straight away to the site supervisor **and** to us on 01869 323444 (out of hours 07444 368 155).
- The client reports serious incidents to the Health and Safety Executive (RIDDOR) and gives us the reference. We record every incident.

Night work

Before you work nights we offer you a free, confidential health questionnaire, and repeat it every year.

Owner: Jason Norman, Managing Director. Reviewed every year and after any serious incident.