

**Date:** [Insert Date]

**To:** [Candidate Name]

**Position:** [Job Title]

**Department:** [Department Name]

# **Subject: Hospitality Health and Safety Induction Verification**

Dear [Candidate Name],

This letter serves to verify that you have successfully completed the mandatory Health and Safety Induction for [Company/Hotel/Restaurant Name] on [Date of Induction].

During this session, the following hospitality safety standards were covered and assessed:

- Manual Handling (Lifting and carrying techniques)
- Chemical Safety and COSHH (Cleaning agents and storage)
- Fire Safety and Emergency Evacuation Procedures
- Slip, Trip, and Fall Prevention
- Food Hygiene and Cross-Contamination Protocols
- Reporting Procedures for Accidents and Near-Misses
- Personal Protective Equipment (PPE) Requirements

By signing this document, you confirm that you have understood the training provided and agree to comply with all safety regulations and workplace policies established by the company.

## **Candidate Acknowledgment:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Verified By (Manager/Trainer):**

Name: [Insert Name]

Title: [Insert Title]

Signature: \_\_\_\_\_