

## S8 – Employee Appointment H&SD&R05

Name .....

Job title .....

Location .....

You are hereby appointed as an employee for the locations and activities listed below.

Your responsibilities are as defined for 'Employee' in the health and safety procedures.

Please acknowledge receipt of this appointment by signing and returning the enclosed copy.

### Locations of responsibility

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### Activities — Mobile plant

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Driving licence inspection date .....

### Activities — Static plant

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**Specialist appointments/duties and responsibilities**

Duty/responsibility	Date of authorisation	Signature of responsible manager	Signature of authorised employee	Training completed (int./ext.)
Site inspection	.....	.....	.....	.....
Lifting & slinging	.....	.....	.....	.....
Crane banksman	.....	.....	.....	.....
Abrasive wheels	.....	.....	.....	.....
Confined space working	.....	.....	.....	.....
Induction/authorisation – employees	.....	.....	.....	.....
Induction/authorisation – contractors	.....	.....	.....	.....
Raise permits to work	.....	.....	.....	.....
Hot work	.....	.....	.....	.....
Site first aider	.....	.....	.....	.....
Electrical resets etc	.....	.....	.....	.....
Fitting duties	.....	.....	.....	.....
Towing vehicles	.....	.....	.....	.....
Jump starting vehicles	.....	.....	.....	.....
Tyre inflation	.....	.....	.....	.....

**Appointed by**

Name ..... Position ..... Date .....

**Acknowledged by**

Name ..... Signature ..... Date .....

