

ABCA Systems Ltd. will take the necessary steps to ensure the health and safety of any temporary or casual staff in its employment. Any problems connected with temporary or casual staff should be reported to a responsible person so that remedial action can be taken.

ABCA Systems Ltd. will ensure the following for all temporary or casual staff:

- They are competent to undertake the task which they have been contracted to do;
- They are provided with information to enable them to work safely;
- Supply information as required to employment agencies;
- They understand the company's systems of work and the action to take in the event of an emergency;
- Keep records of all information and training given;
- Conduct health surveillance prior to commencement of employment.

The implementation of this section requires the cooperation of management and staff and the person responsible for its implementation is the department manager.