



Health & Safety Expectations for Prospective Host Organizations

HOST ORGANISATION HEALTH AND SAFETY AGREEMENT

As Host Organization you have a role in ensuring the graduate's health and safety whilst working for you.

To assist the CCE you will: -

- Prepare the intern for the internship and ensure they are aware of general health and safety aspects. Such preparation is of a general nature and does not include the specific information required for particular activities or workplaces;
- Give the graduate and yourself the opportunity to report to the CCE any problems experienced with regard to health and safety whilst on the internship; and
- Respond as appropriate to any health and safety issues that arise during the internship, raised by the intern and yourself.

During the internship period the graduate is under your control and therefore duty of care for ensuring their health and safety is vested with you.

As Host Organization the CCE expects you to treat them in the same way as your employees with regards to their health, safety and welfare.

The CCE has the following health and safety expectations of its Host Organizations for which it requires your signed acceptance prior to the internship going ahead: -

- Compliance with all relevant health and safety legislation;
- Provide the graduate with an induction in the workplace health and safety arrangements, including fire precautions, specific hazards and health and safety precautions;
- Include the graduate in the risk assessment programme as it affects activities undertaken by them.
- Provide appropriate instruction and training in working practices and in the particular control measures identified in the risk assessments;
- Facilitate any visits to the intern undertaken by CCE staff during the internship;
- Provide ongoing supervision and training for the graduate in the performance of their duties;
- The CCE will be notified of accidents or incidents involving the graduate that you are made aware of;
- Cooperation with the CCE as far as is necessary when it is following up on health and safety issues that are raised; and
- Appropriate insurances (Public and Employers Liability) to cover for any injuries or ill health sustained by the graduate that is attributable to their activities during the internship period.

I AGREE THAT AS HOST ORGANISATION I AM ABLE TO MEET THE ABOVE REQUIREMENTS.



Name:		Position:	
Signed:*		Date:	
Company Name:			

**** Email copies require either an electronic signature or we shall accept your electronic submission as confirmation of your agreement to meet the above requirements.***

NB: This agreement will expire one year from submission date.

Please copy and return by post or email to:

Cambridge Culture Exchange Ltd

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Email: support@cce-uk.com

