

## WHC-SYS-QRG Whitehaven Coal Document Portal

To access Health, Safety and Environmental documentation the first point of access shall be White Papers / SharePoint https://whitehavencoal.sharepoint.com/sites/HealthandSafety/SitePages/Home.aspx. For contractors and employees without a Whitehaven Coal email address, these documents can be accessed via the Whitehaven Document Portal.

Open the Document Portal> <u>https://sm-azu-rg-01-ecp-</u> <u>wa.azurewebsites.net/login</u>	WHITEHAVEN DOCUMENT PORTAL		
Log in with the credentials sent to your personal email.	WHITTEHAVEN COAL Welcome Back Understand to access your account The indextoring whitehavencoal com av		
If you have not received log in Credentials> Register	Ein Focksdormanneretook.com au Community Change Password - Forgot Password, Register		

Follow the prompts and enter your details to the Smart Form.



**Contractors;** Enter the name and email for your Contract Owner, this will be the person in WHC who has signed your ATUI

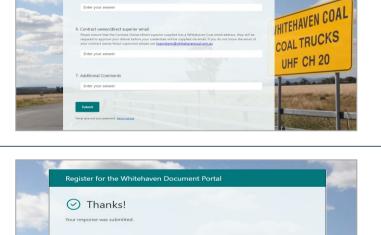
**WHC Employees;** Enter the name and email of your direct supervisor

If you are unsure of the above, please enter the HSE Systems email address

## Click> Submit

Once submitted, an email will be sent to your Contract Owner or Supervisor.

Once they approve your access an email with your log in credentials will be sent to you.



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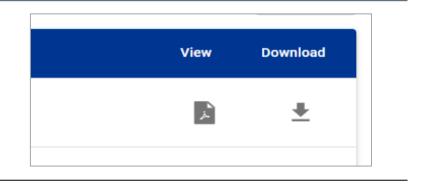
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Once you can log in to the system;		WHITEHAVEN DOCUMENT PORTAL	HEALTH AND EAVERY DIVERSIMENT TRAINING	Hana Charburn
Click the tab at the top to filter for Health and	HOME GUINEDAH CHPP	Filter	Search Q	Page like
Safety, Environment or Training	MAULES CREEK	Location ^	Title CS Radio Code 41 Medical Brokes: Solomation for workers	View Download
documentation.	ROCOLEN	Gunnedah Basin Haulage Gunnedah CHPP Maules Creek	Drugs & Alcohol	B ±
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Search the document name via the 'Search'				
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For each document click on the PDF Icon to View, or the arrow to download it to your computer



For further support contact HSE Systems