

INDUCTION BOOKING REQUEST

For support with the induction process, contact the Pegasus Peabody Compliance Team on **1300 365 747** or peabodycompliance@pegasus.net.au

PLEASE PRINT CLEARLY: Illegible or incomplete forms will be returned and processing will be delayed. This document must be **completed in full**. Incomplete form will be returned and processing will be delayed.

The candidate must provide their **own personal email address** to be inducted via our online training modules. Company representative or generic company administration email addresses will not be accepted.

Completed by Contract Company	Candidate details:			
	Name:	<input type="text"/>	DOB:	<input type="text"/>
	Phone #:	<input type="text"/>	Email:	<input type="text"/>
	Position:	<input type="text"/>	Company:	<input type="text"/>
	Required supporting documents:			
	<i>I confirm that the nominated inductee meets the mandatory minimum requirements to be inducted, with all mandatory and additional supporting evidence records uploaded in the Pegasus Portal.</i>			
	Company Contact:	<input type="text"/>	Email and phone:	<input type="text"/>
	Induction date (see Pegasus Portal on each sites individual training event availabilities):	Site:	<input checked="" type="radio"/> Coppabella or <input type="radio"/> Moorvale	
		Date:	<input type="text"/>	
	Portal Role:	<input type="radio"/> Open Cut Examiner	<input type="radio"/> Electrician	<input type="radio"/> Surveyor
<input type="radio"/> Shotfirer		<input type="radio"/> Magazine Keeper	<input type="radio"/> Blast Crew Worker	
<input type="radio"/> Production Worker		<input type="radio"/> Maintenance Worker	<input type="radio"/> CHPP Worker	
<input checked="" type="radio"/> Coal Mine Worker - Other				
Does the candidate have any language, literacy or numeracy concerns that may impact on their ability to complete their training (if there are any concerns this will need to be discussed with the Training Department prior to requesting an induction date)?			<input type="radio"/> Yes <input checked="" type="radio"/> No	
Completed by Peabody	Peabody Energy site contact details:			
	Full name:	<input type="text"/>	Phone:	<input type="text"/>
	Department:	<input type="text"/>	Email:	<input type="text"/>
	Peabody Energy department manager or superintendent approval:			
Full name:	<input type="text"/>	Signature:	<input type="text"/>	

Please note: Induction courses are finalised and closed three (3) business days prior to the scheduled date. Any incomplete requests will be pushed to the next available course date by Pegasus. Business critical induction requests for a course that has been closed will also need to complete the 'Business critical induction request' form and are subject to approval.

Contractors – completed forms (once approved) are to be uploaded in the Pegasus Portal with the required mandatory documents and any relevant elective documents that may also be held.

Employees – completed forms will need to be emailed to the site Training Department inbox for processing and must have all required supporting documents attached.

Training Needs Analysis

The Peabody Contract Owner in consultation with the company representative or otherwise the department superintendent will complete the following training needs analysis for the candidate.

Authorisations		Appointments			
<input type="checkbox"/>	Vehicle – Light	<input type="checkbox"/>	Auger	<input type="checkbox"/>	Open Cut Examiner
<input type="checkbox"/>	Vehicle – Medium	<input type="checkbox"/>	Scraper	<input type="checkbox"/>	Magazine Keeper
<input checked="" type="checkbox"/>	Vehicle – Heavy	<input type="checkbox"/>	Work in Confined Spaces	<input type="checkbox"/>	Trainer and Assessor
<input type="checkbox"/>	Vehicle – Articulated	<input type="checkbox"/>	Drug and Alcohol Specimen Collector	<input type="checkbox"/>	Trainer
<input checked="" type="checkbox"/>	EWP	<input type="checkbox"/>	Rigging – Basic	<input type="checkbox"/>	Electrician
<input checked="" type="checkbox"/>	Forklift	<input checked="" type="checkbox"/>	Rigging – Intermediate	<input type="checkbox"/>	Supervisor
<input type="checkbox"/>	Haul Truck	<input type="checkbox"/>	Rigging – Advanced	<input type="checkbox"/>	Shotfirer
<input type="checkbox"/>	Grader	<input checked="" type="checkbox"/>	Work at Heights	<input type="checkbox"/>	Surveyor
<input type="checkbox"/>	Dozer	<input type="checkbox"/>	Conduct Lifting Operations		
<input type="checkbox"/>	Loader	<input type="checkbox"/>	Assistant Shotfirer		
<input type="checkbox"/>	Excavator	<input type="checkbox"/>	Scaffolding – Basic		
<input type="checkbox"/>	Drill	<input type="checkbox"/>	Scaffolding – Intermediate		
<input type="checkbox"/>	Bulk water Truck	<input type="checkbox"/>	Scaffolding – Advanced		
<input type="checkbox"/>	Shovel	<input checked="" type="checkbox"/>	Perform Dogging Operations		
<input type="checkbox"/>	Dragline	<input type="checkbox"/>	Snake Handler		
<input type="checkbox"/>	Crane – Gantry	<input type="checkbox"/>	Mobile Mixing Unit Operator		
<input checked="" type="checkbox"/>	Crane – Slew	<input type="checkbox"/>	Refrigeration Mechanic		
<input checked="" type="checkbox"/>	Crane – Non-slew	<input type="checkbox"/>	Blast Guard		
<input type="checkbox"/>	Crane – Vehicle Loading	<input type="checkbox"/>	Issue Work Permits		
<input type="checkbox"/>	Cable Reeler	<input type="checkbox"/>	Camera / Phone / Recording Device		
<input type="checkbox"/>	OTHER:				
<input type="checkbox"/>	OTHER:				
<input type="checkbox"/>	OTHER:				
<input type="checkbox"/>	OTHER:				
<input type="checkbox"/>	OTHER:				