



Wednesday, October 21, 2020

Middlemount Coal Site Induction Booking Request

This Site Induction Electronic Booking Request Form is to be completed by the contractor company requesting the induction.

Once approved, a pdf version of this document will be forwarded to you and is required to be submitted via the Contractor Portal for approval and final processing of the induction application.

For support with the induction process, contact the Pegasus Middlemount Coal Compliance Team on 1300 306 384 or middlemountcoal@pegasus.net.au.

Administrative Contact Details

Name of person making this application

company contact name

Company

company contacts company name

Contact Email Address for correspondence about this application

Contact Phone Number for further information about this application

Candidate Details

Candidate Name

applicant name

Candidates Date of Birth

Candidates Email Address

Candidates Phone Number

EXAMPLE DOCUMENT ONLY

Candidates Physical Address

EXAMPLE DOCUMENT ONLY

Next of Kin / Emergency Contact Name

Next of Kin / Emergency Contact Phone Number

Relationship

Candidate Job Scope

What will be the candidates job position/title whilst on site?

Has the candidate previously completed a Middlemount Coal Induction?

Documentation Requirements / Pre-Requisites

Original documents or certified true copies are to be uploaded into the Pegasus Contractor Portal when requested. The following is required as a minimum for enrolment into the site induction

- Standard 11 Statement of attainment (S11 Card alone is insufficient)
- Coal Board Medical (less than 5 years old - section 4.3 review date must not be expired)
- Current Drivers Licence / Proof of Identity
- Approved Site Induction Booking Request Form
- Resume
- Worker Declaration Form

New inductees are also required to supply a Drug & Alcohol Test that is no more than 14 days old from date of induction application.

I acknowledge

Minimum Site PPE Requirements

- High Visibility Long Sleeve Shirt (Or reflective vest for non-high visibility clothing)
- Long Cotton Pants
- Lace Up Safety Boots with Metatarsal Protection (No elastic sided boots or external metatarsal guards)
- Hard Hat
- Safety Glasses

I acknowledge

Training Needs Analysis

Primary Role

Administrative Support

Authorisations

None of the above

Mobile Authorisations

None of the above

Appointments

None of the above

I have reviewed this application and

approve the candidate to attend a Middlemount Coal Site Induction on the dates above pending successful registration and document verification through the Pegasus portal.

Authoriser

[Redacted]

Date

EXAMPLE DOCUMENT ONLY