

Contractor WHS Management Procedure

INTERNAL PROCEDURE – WHS-FO-120



CONTRACTOR INDUCTION RECORD

Project;	
Name;	
Date of Birth;	
Address;	
Phone or Mobile No;	
Employers Name;	
Your Occupation	
Your Preferred Language;	
Are you of Aboriginal or Torres Strait Islander Descent?	
Emergency Contact - Name	
Address	
Phone No	

Details of any Special Instructions (ie; medication or other);

Current Drivers Licence No;	State;	Class;	Expiry Date;

OH&S General Induction for Construction Work in NSW (White Card) – Card No;

Certificates of Competency (Plant Opr, Rigger, First Aid etc)	
Classification;	No;
Classification;	No;
Classification;	No;

I hereby agree to adhere to the policies outlined during the workplace induction and will comply with any reasonable instruction given by workplace management or their representatives.

Employees Signature; _____ Date; ____ / ____ / ____