**Site Specific Employee/Labour Hire/Contractor Induction**

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| --- | --- | --- | --- | --- | --- | --- |
| **Name:** |  | | | | **Date:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_ | |
| **Manhari Direct Employee:** | | | **□** | **Labour Hire Contractor:** | | **□** |
| **Labour Hire Agency:** | |  | | | | |
| **Site:** Manhari Metals - Tottenham | | | | | | |
| **Address:** 414 Somerville Rd, Tottenham VIC 3012 | | | | | | |

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| **Introduction** | |
| Introduction to key personnel | □ |
|  | |
| **Facilities** | |
| Lunch Room | □ |
| Toilets | □ |
| Notice Board | □ |
|  | |
| **Emergency** | |
| Fires Safety Equipment | □ |
| Emergency Evacuation Procedures | □ |
| First Aid Equipment | □ |
| Incident Report Form | □ |
| Chemical Register & SDS Location | □ |
|  | |
| **Site Safety** | |
| Minimum PPE | □ |
| Traffic Management | □ |
| Hazard Identification Form | □ |
| Restricted Areas | □ |

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| *I have participated in the Site Specific Induction during which I had the Site Specific health and safety rules explained to me. I understand the standards expected of me and I agree to work safely and comply with these standards and procedures at all times.* | |
|  |  |
| Inductee Name: |  |
| Inductee Signature: |  |
| Date: |  |
|  |  |
| Inducted By: |  |
| Inducted Signature: |  |
| Date: |  |