

NOAKES SITE INDUCTION RECORD

Personal Details

Name: _____

Address: _____

Telephone No.: _____ Date of Birth: _____

Employer: _____

Address: _____

Telephone No.: _____ Contact Person: _____

Emergency Contact: _____ Telephone No: _____

Job Details

Employed as: _____

Licenses and Training (Proof of training required prior to commencing work on site – licences, tickets, certificates etc.)

Industry White Card: _____ *For construction work* Cert. No.: _____

First Aid: _____ Cert. No.: _____

Other: _____ *High risk work* Cert. No.: _____

Health & Welfare

Any known allergies or medical condition (eg Diabetes)? _____

Any medications that may impact upon your work? _____

Preferred Language: _____

Induction Summary

Informed of Company and Site Policies: Yes No

Emergency Procedures and Muster points advised: Yes No

Incident/Accident reporting requirements advised: Yes No

Informed of Site general safety rules & requirements: Yes No

Informed of Site Environmental and Housekeeping requirements: Yes No

Watched the Noakes Site Induction Video: Yes No

Completed the Noakes Induction Quiz: Yes No

Agreement

I hereby agree to adhere to the policies and general site Health, Safety and Environmental requirements described in Noakes Site Safety Induction.

I will adhere to these requirements and comply with any reasonable instruction given by site supervisors or representatives in the interest of maintaining a workplace that is safe and without risks to the health, safety and wellbeing of everyone on site.

Employee's Signature: _____ Date: _____

Induction Conducted By: _____ Date: _____

Notes:

Issue Noakes Induction Card

Induction Card No.