

Induction Request for Contractor - Form

This form to be completed for all contactors and sub-contractors prior to acceptance to the Wilpinjong General Induction (including renewals)

Name of Requestor			
Position		Contact Number	

Contractor Company Name			
Vendor Number			
Contractor Name/s	General Induction Required		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Start Date		
Contractor Pack : Has the Contractor Pack been updated to include the employees' details and has it been approved by the Contractor Manager ?	<input type="checkbox"/> Yes	
Proposed finish date and frequency (e.g. Ongoing, weekly, monthly etc.)		
What Area Will this contractor be Working In	<input type="checkbox"/> CHPP <input type="checkbox"/> Maintenance <input type="checkbox"/> Production <input type="checkbox"/> Commercial <input type="checkbox"/> CI <input type="checkbox"/> Environmental <input type="checkbox"/> Project Development <input type="checkbox"/> Technical <input type="checkbox"/> HST <input type="checkbox"/> Construction Project	

	Name	Sign	Contact Number
Requestor			
Site Contact			
Department Manager			

Requestor: Must ensure that this form is completed and uploaded to the Pegasus Wilpinjong Portal along with Medicals, qualifications, photos etc. prior to completing the on-line Contractor Induction