

Induction Request for Contractor - Form

WI-SAH-FRM-0077

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	Role (see Reverse)	General Induction Required	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Start Date			
WARNING - Subcontractors are not to be engaged unless written approval has been given by Contractor Manager			
Are you an Employee or Subcontractor to the Contractor Company	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Contractor Pack: Has the Contractor Pack been updated to include the employees' or subcontractors 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.)	Ongoing		
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

Wilpinjong Roles

WIL – Administration
WIL - Apprentice Electrician High Voltage
WIL - Apprentice Glazier
WIL – Apprentice (Mobile Plant Technology/Boilermaker/Automotive Electrical)
WIL - Belt Splicer
WIL - CHPP - Rail Worker - ARTC Operator
WIL - CHPP Delivery Driver - Bulk Fuel
WIL - CHPP Delivery Driver - Explosives
WIL - CHPP Delivery Driver - Store Only
WIL - CHPP Worker
WIL - Civil Earthworks Plant Operator
WIL - Cleaner
WIL - Coal Mine Production Worker
WIL – Consultant
WIL - Crane Operators
WIL - Cultural Heritage Workers
WIL - Delivery Driver - Bulk Product Deliveries
WIL - Delivery Driver - Explosives
WIL - Delivery Driver – Fuel
WIL - Delivery Driver - Magnetite
WIL - Delivery Driver - Store Only
WIL - Delivery Driver - Water
WIL - Dogman
WIL - Drug & Alcohol Collection Officer
WIL - Electrical Personnel
WIL - Engineer
WIL - Exploration Driller
WIL - Fire Technician
WIL - Geologist
WIL - Hose Technician
WIL - Hydraulic Tooling Inspector
WIL - Hydro mulcher
WIL - Laboratory Technician
WIL - Lifting Equipment Inspector
WIL - Line Borer
WIL - Mechanical Maintenance - Cummins
WIL - MPU Operator/Driver
WIL - NDT Inspector
WIL - Peabody Employee
WIL - Qualified Welder
WIL - Rigger
WIL - RIW Cardholder - Civil Earthworks Operator
WIL – Service Person
WIL - Statutory Role - Mine Electrical Engineer
WIL - Statutory Role - Open Cut Examiner
WIL - Statutory Role - Shotfirer
WIL – Store person
WIL - Surveyor
WIL - Technician
WIL - Trades Assistant
WIL - Tradesperson - Boilermaker
WIL - Tradesperson - Electrical
WIL - Tradesperson - Glazier
WIL - Tradesperson - Mechanical
WIL - Tradesperson - Plumber
WIL - Trainer and Assessor
WIL – Tyre Fitter
WIL – Tradesperson – Auto Electrician

WIL – Maintenance Generic (Note: if using this role approver is to indicate below what assessments MUST be completed)

- WI-TRG-AAA-0309 Hydrocarbon Management Standard General Awareness Assessment
- WI-TRG-AAA-0301 Refuelling and Fluid Servicing of Mobile and Transportable Plant Service Personnel
- WI-TRG-AAA-0446 Working at Heights Management Standard General Awareness Assessment
- WI-TRG-AAA-0444 Confined Space Management Standard General Awareness Assessment
- WI-TRG-AAA-0441 Tyres, Wheels and Rims Management Standard General Awareness Assessment
- WI-TRG-AAA-0439 Tyre Awareness Assessment
- WI-TRG-AAA-0463 Hot Work Management Standard General Awareness Assessment
- WI-TRG-AAA-0448 Lifting Equipment Management Standard General Awareness Assessment
- WI-TRG-AAA-0479 Lifting Operations Management Standard General Awareness Assessment
- WI-TRG-AAA-0437 Barricading Standard General Awareness Assessment
- WI-TRG-AAA-0223 Fire Systems Management Standard General Awareness Assessment
- WI-TRG-AAA-0181 Jacking and Supporting Equipment Standard General Awareness Assessment
- WI-TRG-AAA-0504 Fluid Power Systems General Awareness Assessment
- WI-FAC-AAA-0169 Towing and Recovery of Plant Management Standard General Awareness Assessment
- WI-MTC-AAA-0292 Operation of Water Cart in Maintenance Workshop Area General Awareness Assessment
- WI-TRG-AAA-0515 Equipment Health Process + Oil Sampling General Awareness Assessment
- WI-MTC-AAA-0624 Fire Prevention Assessment
- WI-TRG-AAA-0228 Supervisor Arrangements
- WI-TRG-AAA-0604 Person on Ground Awareness
- WI-TRG-AAA-0586 SATS Operational Procedure
- WI-TRG-AAA-0575 Maintenance Personnel and Service Vehicle Approach of Broken Down SATS Dozer - v2
- WI-TRG-AAA-0676 Person on Ground Within SATS Dozer Park Up for Refuelling and Servicing
- WI-MTC-AAA-0673 Maintenance Supervisor Incident Investigation and Reporting Awareness Assessment
- WI-TRG-AAA-0000 Maintenance Supervisor Lightning Procedure Awareness Assessment
- WI-TRG-AAA-0299 Bulk Fuel and Fluid Delivery Assessment