CONTRACTORS & TRUCKING OPERATORS INDUCTION FORM (Reviewed May 2026)

Details			
Name		Date	
		Phone	
Company			
Purpose of Visit			
Have you received training from your employer specifically about our site?	☐ YES ☐ NO	***Do you feel confident to follow your employers training and Safe Operating Procedures in relation to the GDL site?***	☐ YES ☐ NO

Induction Topic			Inductee Initials
Emergency procedures	*I understand the GDL emergency procedure as per the Site Safety brochure. I understand the locations of fire extinguishers & first aid kits on the GDL site.*	☐ YES ☐ NO	
Site rules	*I understand the 15km site speed limit, the accepted area to smoke, the areas I am not authorised to enter, that I am not to be under the influence of drugs or alcohol, that I must not use my cell phone while driving & the PPE requirements as per the Site Safety brochure.*	☐ YES ☐ NO	
Incident/Injury/Illness	*I understand I need to report all incidents to GDL for the inclusion in their incident register where applicable.*	☐ YES ☐ NO	
Hazards and risks	*I understand I need to report hazards identified onsite for GDL to review and include in their register where applicable.*	☐ YES ☐ NO	
Safe work procedures (SOP)	*Would you like further training from GDL specifically relevant to our site?*	☐ YES ☐ NO	
Personal protection equipment (PPE)	*I understand where and when PPE is to be worn as per the Site Safety brochure.*	☐ YES ☐ NO	
Health and Safety Policies and Procedures	*I understand the GDL H&S manual is located in their site office & I know who the key site contacts are as per the Site Safety brochure.*	☐ YES ☐ NO	
Contractors – what hazards (if any) are being brought onto site?			

Inductee Name		**Sign**	
Reviewed & Approved By		**Sign**	