

## HSR10.1 – OCS – Contractor Safety Induction Acknowledgement

Contractor Company Name:

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Contractor H&S Representative:

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| SECTION | DESCRIPTION  | INDUCTION COMPLETED (✓)  |
|---------|--|--------------------------|
| 1.0     | <p><b>OCS H&amp;S Requirements for Contractors</b><br/>(Refer to “OCS Induction Passport Health and Safety – Contractors” for details):</p> <ul style="list-style-type: none"> <li>• Health, and Safety Policy</li> <li>• Health &amp; Safety Responsibilities</li> <li>• Risk &amp; Hazard Identification and Management</li> <li>• Accident Reporting Procedures</li> <li>• Training Requirements</li> <li>• Emergency Planning and Readiness</li> <li>• Contractors and Sub-Contractors</li> <li>• Environmental Policy</li> </ul> <p>Site Conduct / Parking / Work Site / Appearance</p> | <input type="checkbox"/> |
| 2.0     | <p>When attending an OCS customer site, all Contractor staff will have:</p> <p><b>Completed the customer’s specific company and site safety induction requirements. This will include completing all sign in, sign out and security requirements. Where relevant, this will require having the customer visitor / contractor identity card visible at all times.</b></p>   | <input type="checkbox"/> |

I have received information on the topics listed above, have understood the material presented and will ensure that any contractor employees working on OCS customer premises or OCS premises are taken through required safety and site inductions prior to commencing any work. **We agree to abide by the safety, health and environment rules, procedures and policies prescribed by the document and meet all appropriate health, safety and environmental requirements.**

NOTE: Contractors and their workers may be also required to complete a client site specific induction



**1. Contractor Representative OCS Induction Acknowledgement:**

| NAME | SIGNATURE | DATE |
|------|-----------|------|
|      |           |      |

OCS Manager: \_\_\_\_\_

Date: \_\_\_\_\_

OCS Manager Signature: \_\_\_\_\_