

EMPLOYEE Site Induction Form

Date ____/____/____

I (Your Name) _____ have received an SPP PTY LTD T/A Ecoplant Australia & Seeddown Professional Planting.

Into (name of site) _____ performed by (name) _____

I have received the site induction as requested and understand the work methods and safety actions that are required while performing my duties on this site.

I also confirm that the following specific points have been read, discussed and understood during my induction.

Please tick the following boxes to indicate instruction or training received	
Company OHS policy and procedures	
Roles and responsibilities	
Hazard identification and control	
Hazardous material register and MSDS	
Accident, Incident and Hazard forms	
The use of Personal Protective Equipment	
Safe Work Method Statements	
Tool Box Talks	
Specific Site Hazards as Identified in the Site Risk Assessment	
Additional training received:	
Certificates of Competency held	
Type: First Aid etc.	Licenses and Qualifications
