



Gladstone Ports Corporation
Growth, Prosperity, Community.

GPC SITE IDENTIFICATION CARD CONTRACTOR / PORT USER APPLICATION FORM

Induction Date / /

Applicants Name:	Surname	First Name	Preferred Name:
Address: (Residential)			
Contact Details:	Telephone	Mobile	
Email:			
Drivers Licence No:		MSIC No: (if applicable)	MSIC Expiry:
Signature of Applicant:			Date:

Contract Company :			
ABN :			
Address:			
Contact Details:	Telephone	Mobile	Fax
Email:			
Position Title of applicant:			

I,.....of..... confirm that the above applicant details are correct and confirm that the above listed contracted company holds a current contract for works with the Gladstone Ports Corporation (GPC). I request GPC issue a GPC Site Identification Card to the applicant. I undertake to notify GPC of any changes to the above particulars and to adhere to all safety and security rules/procedures. I also undertake to return the identification card if employment terminates.

Signature of Employer:	GPC Contract Number:	Date:

Authorisation of GPC Representative requesting induction:	(Signature)

Name:	Department:	Date:

FORMS WILL NOT BE ACCEPTED UNLESS ALL FIELDS ARE COMPLETED

Office Use Only:

ID Number:	Vendor No:	Contractor ^(Please circle) Port User
Drivers Licence / MSIC:	Sighted & number verified by:	

Gladstone Ports Corporation (GPC) Induction Guide

Welcome to the Gladstone Ports Corporation Induction Program

The GPC's General Induction is conducted each Monday at the RG Tanna Coal. To help you ensure that your Induction is a success please read the following carefully...

Name: _____

Date: _____

Time: 7.30am – 8.00am (Photo and ID check).
8.00am – 10.00am (Induction)

Where: Gladstone Ports Corporation
RG Tanna Coal Terminal
Alf O'Rourke Drive
Gladstone QLD



YOU MUST NOT ENTER THE SITE UNTIL YOU REPORT TO THE HUT

Your induction will be confirmed upon receipt of your application. All fields **MUST** be completed and returned to the GPC Security Department by fax or email. Failure to return the completed form by 12pm the Thursday before your induction will result in cancellation of your booking.

What to bring, wear and do...

You will need to produce the following items at the induction:

- MSIC – where applicable
- Drivers licence or other equivalent photo I.D.

MANDATORY

You will need to ...

- Report to GPC Security Hut upon arrival at RGTCT
- Come as if you were dressed for your work (closed in shoes must be worn).
- Be in a fit state to work.
- Be on time.

What to do after completing your Induction at Gladstone Ports Corporation...

You are to report to the GPC Port Security located next to Kullaroo House (corner of Goondoon & Yarroon Sts, Gladstone) after **2pm** on the day of completing your induction.

At this visit we will issue you your GPC Identification Card.

If you do not meet **ALL** these requirements you will **NOT** receive your GPC I.D. Card.

Email: induction@gpcl.com.au

Fax: 4976 1163



GPC SECURITY DEPARTMENT