

HSEQ Information

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UPDATE: Which MWPA induction is required?

MWPA is working towards having all inductions online. This communication is to reinforce which inductions are currently required by anyone coming to the Geraldton Port site.

Completing an appropriate Induction is a legal requirement. MWPA Procedure 8.3 Induction & Orientation sets out the requirements. A quick guide is in the table below. If an individual is working on behalf of MWPA (directly or through a contract), they must complete the Contractor Induction. This induction is in addition to the current online induction located on the website.

	INDUCTION MODULES			
	(Current) Online Induction	Contractor Induction	BHF Induction (Requires site specific walk around)	Full 1 Day Induction
People coming to site				
Visitor - no works	✓	X	X	X
Contractor working for MWPA	✓	✓	Required if working in the BHF (MWPA Minesite)	X
MWPA Employee or Principal Contractor	✓	✓	✓	✓
Any other persons working on Port land	✓	✓	Required if working in the BHF (MWPA Minesite)	X

NB: The bottom line is in orange as it is planned to be rolled out after the induction elements are online. These are other people that are on Port land but are not under the operational control of MWPA.

These inductions are being carried out by MWPA staff. In the near future, an online facility will be available to allow people to complete their inductions prior to coming to the Port. When this occurs, all Port users will be contacted again with the new requirements.

For any further clarification of induction requirements, please consult MWPA Procedure 8.3 or contact the HSEQ Department. For induction bookings only, please contact Deidre or Brooke.

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