

**SITE ENTRY REQUIREMENTS**

**NAME:** .....**COMPANY:** .....

**PURPOSE OF VISIT:** .....

Northport Marine Services Pty Ltd have a responsibility to ensure the safety and wellbeing of all personnel on site, including visitors. For your safety and protection please be advised of the following requirements.

Until a full induction course has been completed, personnel will only have visitor status and therefore will only be permitted on site under escort by a Northport Marine Services Pty Ltd Inducted Person.

Please **Sign in** upon arrival and ensure minimum PPE requirements are met.

**Minimum personal protective equipment that must be worn on site is:**

1. Enclosed footwear.
2. Some area's onsite require eye protection and safety helmets. We will advise you of the specific requirements.
3. No singlets.

**Site Requirements**

All electrical tools, leads and appliances are required to be inspected and tagged quarterly.  
(CONTRACTOR + VESSEL OWNER)

**Emergencies:**

In the event of an Emergency please follow the instructions of Northport Marine Services Pty Ltd personnel. If you do not have an escort with you at the time you become aware of the emergency you should report immediately to the clearly marked muster point and stay there until advised.

**The Emergency Muster Points are located at the:** The Front Fence line and Rear Wharf

**Accident/Incident Reporting:**

All injuries, hazards, environmental damage, near miss incidents and plant/vehicle damage must be reported immediately to Site Management. Visitors must complete all relevant documentation prior to leaving site.

**Visitors must return all issued PPE prior to leaving site.**

**I have read and understood the above information.**

**Signed:** ..... **Date:** .....