

WELCOME TO HAWKINS

Hawkins is New Zealand's leading construction team. We succeed working together to deliver great projects.

This 'Site Safety Induction - Part A' form is a requirement to complete prior to entering a Hawkins site. You will be required to watch our induction video and complete the remainder of details and answering some short questions on this form prior to receiving your site specific induction.

The information you provide is a condition of entry to our site. All personal information will be managed in accordance with the Hawkins/Downer Privacy Policy.

Please hand or email this form to the Hawkins person inducting you to this project site.

YOUR DETAILS

NAME

POSITION

COMPANY

SITE SAFE NUMBER

EXPIRY DATE

OR NEXT BOOKING DATE

YEARS EXPERIENCE IN POSITION

CONTACT NUMBER

YOUR MANAGER NAME

CONTACT NUMBER

MEDICAL CONDITIONS

EMERGENCY CONTACT NAME + CONTACT NUMBER

MINIMUM PPE REQUIREMENTS

TICK TO CONFIRM

-  Head Protection
-  Eye Protection
-  Hearing Protection
as required
-  High Visibility Clothing/Vest
-  Hand Protection
-  Protective Footwear
Lace up safety boots or steelcap gumboots
- Long sleeves and long trousers are also required.



QUESTIONS

Name 3 items of PPE that you will need to work on a Hawkins site

What should I do if I see something that is unsafe?

- Fix it - if it is safe to do so
- Report it to my Supervisor or Hawkins Representative
- All of the above

What types of Drug and Alcohol testing might be undertaken on a Hawkins site?

- Post Incident
- Random
- Just Cause
- All of the above

Answers to questions are in the required induction video at www.hawkins.co.nz/inductionvideo

DECLARATION

By signing this form I have understood the following:

- I am aware of my obligations under the Health & Safety at Work Act 2015.
- I am aware that it is my responsibility to read site information such as the hazard board, notice boards and vehicle management planning boards
- I know that hazards will change as works progress.
- I must report any Health, Safety or Environmental issue directly to the project management team
- I must not do anything that could put myself or others in danger.
- I confirm I understand the safety hazards of the work I am performing and will keep up to date with any changes and new hazards and risks.
- I confirm I am legally entitled to work in New Zealand, in accordance with relevant NZ legislation.

DATE

SIGNATURE

PROJECT DETAILS

OFFICE TO COMPLETE + FILE

SITE NAME

SITE CODE

INDUCTED BY

NUMBER