



Newcastle Coal
INFRASTRUCTURE GROUP



CONTRACTOR MANAGEMENT PORTAL

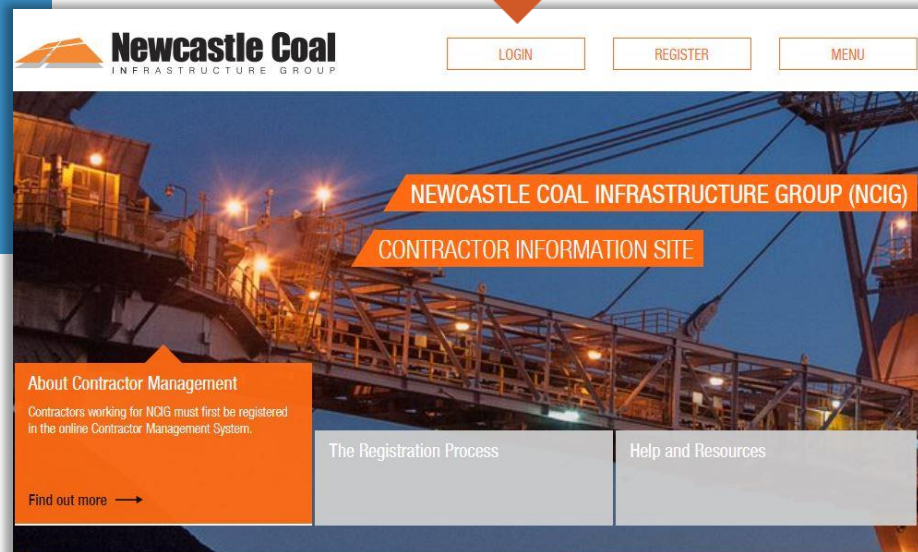
USER GUIDE- Worker Registration and Induction Bookings

Worker Registration and Induction Bookings



LOGIN

Go to ncigcontractors.com.au
and click “Login” at the top of
the page



Worker Registration and Induction Bookings



LOGIN

On the home page, enter your username and password and click on “Login”.

Newcastle Coal
INFRASTRUCTURE GROUP

Induction Management System
(For Subcontractors & Employees)

Home Help | Terms & Conditions | Privacy

app2
change server
11-Jan-2019 15:45

Login

Enter your username and password to login now.

Username:

Password:

Login

Request a new login for your company: [New User Account](#)
Request new password for your login: [Forgotten Password](#)

• If your company is registered with NCIG and you already have an Onsite login, you may be able to log in here.



WORKER REGISTRATION

Worker Registration



STEP 1

On the home page, click “Manage Employee Data”

Search for an existing worker or add a new worker

- This is where you will enter your company’s workers. If required, you will order their site access cards and book inductions.
- Use the system to update worker profiles and information, or to add competencies and skills.

Welcome to your company's login area

From here you can manage employee roles and Company Relationships.

Manage Employee Data

View Employees

Company Relationships

Register employees, maintain roles and order cards

Employee Compliance

PLEASE NOTE: Just because a card is shown here does not mean you may order it. Please ensure the person is entitled to a card before you order it. You may not qualify for a refund if your order is rejected. If you're unsure about any card order please contact the portal administrator (see details on the help menu).

Description:	NCIG Personal Compliance Roles and Card
Requirements:	<ul style="list-style-type: none">• Subscription (included in Initial Registration)• Role selection• Photo upload• File uploads• Optional Onsite Card
Registration:	\$99.00 (plus \$9.00 GST) for initial registration and subscription
Card Cost:	Free Card
Subscription:	24 months duration \$50.00 (plus \$5.00 GST) per Subscription Renewal on expiry

Back

EMPLOYEES LIST

Search Enter a name fragment (blank for all) and click search to list your employees

You can also select employees that have not yet been entered. Please click search first to make sure the person is not already in your employees list. Then an Add Employee button will be provided.

Shopping Cart
Total Cost: empty

onsite track easy
Get the most from your onsite track easy system by using the onsite track easy system to track your employees' location and time on site.

CARDHOLDER NAME

000 000 000

Worker Registration



STEP 2

Click “Add Employee” to enter a new worker, or search for and select an existing worker to update their profile.

- Here you can add site-specific data to a registered worker, or create a new worker's profile.
- If required to order a card **and** select roles, tick both boxes in the table of existing workers.
- If required to **only** select roles, tick the select box.
- If required to update a worker's documents, **only** tick the select box.

Employee Compliance

PLEASE NOTE: Just because a card is shown here does not mean you may order it. Please ensure the person is entitled to a card before you order it. You may not qualify for a refund if your order is rejected. If you're unsure about any card order please contact the portal administrator (see details on the help menu).

Description: NCIG Personal Compliance Roles and Card

Requirements:

- Subscription (included in Initial Registration)
- Role selection
- Photo upload
- File uploads
- Optional Onsite Card

Registration: \$50.00 (plus \$5.00 GST) for it

Card Cost: Free Card

Subscription: 24 months duration \$50.00 (plus \$5.00 GST) per

Back

EMPLOYEES LIST

Found 0 matches

Add Employee Register Employee not yet in your employees list

Shopping Cart
Total Cost: empty

EMPLOYEES LIST

Search Enter a name fragment (blank for all) and click search to list your employees

Found 7 matches

Submit Tick one or more of the Select and Card Required boxes, then click the Submit button to proceed with this selection

Select	Card Required?	Last Name	First Name	Previous Approved Role Selections	Email	Card History	Reason Select Disabled
<input type="checkbox"/>	<input type="checkbox"/>	Constable	Sarah	(none)	sconstable@pegasus.net.au	02 Nov 2015	
<input type="checkbox"/>	<input type="checkbox"/>	Spurling	Sarah	(none)	pgonzalez@pegasus.net.au	01 Mar 2016	
<input type="checkbox"/>	<input type="checkbox"/>	Burwell	Sarah	(none)	rhallam@pegasus.net.au	23 May 2017	
<input type="checkbox"/>	<input type="checkbox"/>	Patel	Sarah	(none)	kdundas@pegasus.net.au		
<input type="checkbox"/>	<input type="checkbox"/>	Turner	Sarah	(none)	kdundas@pegasus.net.au		Employee is not a Contractor
<input type="checkbox"/>	<input type="checkbox"/>	Test	Sarah Jayne	(none)			
<input type="checkbox"/>	<input type="checkbox"/>	Tester	Sarah	(none)	sconstable@pegasus.net.au		

• Unavailable because 'Employee is not a Contractor'
You can only select employees who are not contractors if they are employed by a company that is a NCO site employer.
Contact Pegasus Safety if your company needs to be added as a site employer, or log into the Onsite web and add make your employees into contractors.

Worker Registration



STEP 3

Enter the worker's details, upload all mandatory requirements highlighted with an asterisk, tick the "Terms & Conditions" at the bottom and click "Save".

"Submit" when details are confirmed

- Details are saved to a worker's profile.
- Details such as address, phone and email can be amended or updated in Onsite Track Easy, the database of this system.

Add Employee to Flower Emporium

Please enter fields, upload files and then submit the data. (* = mandatory)
On submit a Role Management registration will be commenced for this person

1. Fields

Current Data

Added By: Sarah Constable
First Name: Tess
Middle Name:
Last Name: Tester
Date of Birth: 28 Sep 1977 (id mem jy" or icon)
Drivers Lic. Number:
Drivers Lic. State:
Drivers Lic. Class:
Drivers Lic. Expiry: (id mem jy" or icon)
Gender:
Address:
Town:
State/Province:
Post Code:
Phone: 0429 431 189
Email: test@tester.com
Next of Kin First Name:
Next of Kin Last Name:
Next of Kin Phone:
Next of Kin Email:
Next of Kin Relationship: Please select
Contractor: ☒ The Contractor role will be added to this new employee

Historical Data

Phone:
Email:
Address:
Town:
State/Province:
Post Code:
Declaration: ☒ I agree with Terms & Conditions and Privacy menus

Cancel **Save**

Continue Entry of Tess Tester

Please enter fields, upload files and then submit the data. (* = mandatory)
On submit a Role Management registration will be commenced for this person Employee Status: **Started**

1. Fields

Current Data

Added By: Sarah Constable
First Name: Tess
Middle Name:
Last Name: Tester
Date of Birth: 28 Sep 1977
Drivers Lic. Number:
Drivers Lic. State:
Drivers Lic. Class:
Drivers Lic. Expiry:
Gender:
Address:
Town:
State/Province:
Post Code:
Phone: 0429 431 189
Email: test@tester.com
Next of Kin First Name:
Next of Kin Last Name:
Next of Kin Phone:
Next of Kin Email:
Next of Kin Relationship: Please select
Contractor: ☒ The Contractor role will be added to this new employee

Historical Data

Phone:
Email:
Address:
Town:
State/Province:
Post Code:
Declaration: ☒ I agree with Terms & Conditions and Privacy menus

Done **Edit**

2. Identification

No additional identification data is required.

3. Files

No file uploads are required.

4. Submit

Click submit to send the data for processing.

Submit

On submit a Onsite Track Easy card will be purchased for this person.

Shopping Cart
Total Cost: empty

Worker Registration



STEP 4a

Click on the word “Process” located in the first section of the employee data information table.

On the next screen, select role/s for the worker, enter the details of their profile administrator, tick the declaration box, and save.

- Clicking “Process” will take you to the correct page for the process you are completing.
- The details entered in the Registration, Subscription, and Roles sections will be the contact for that worker. That person will receive approval, return and expiry reminder emails, and induction booking emails for the worker.
- It’s recommended to enter a company administrator’s email address.
- For further information regarding role selection, see next screen

Employee Compliance

Shopping Cart
Total Cost: empty

SELECTION

Action	Card?	Last Name	First Name	General	Roles	Files Done	Infos Done	Cost	Data Status	Payment
Process	no	Tester	Tess	X				\$55.00	INCOMPLETE	

✓ = Entered X = Mandatory Not Entered
Action: Click 'Process' to continue and save
Each person requires General entries, the

Back

Registration, Subscription, Roles

Shopping Cart
Total Cost: empty

SELECTION

Action	Card?	Last Name	First Name	General	Roles	Files Done	Infos Done	Cost	Data Status	Payment
Processing	no	Tester	Tess	X				\$55.00	INCOMPLETE	

✓ = Entered X = Mandatory Not Entered X = Optional Not Entered
Click link to view role data requirements: Role Data Lookup

PROCESSING: TESS TESTER
Back Terminate

GENERAL*

Registration, Subscription, Roles
Select Roles Mandatory: Requires valid selection

Roles: Engineer - Civil
Previous Roles: (none)
Communicate To: Sarah Constable
Communicate By: Email
Email: sconstable@pegasus.net.au
Mobile: (Australia)
Declaration: ☒ I agree with the Terms & Conditions and Privacy menus

You must save these entries before you can proceed with the next step

Save

Worker Registration



STEP 4b

Click on 'Select Roles', then scroll to the bottom of the pop-up window and select "Apply".

- Roles are selected based on the type of work the person was recruited for.
- Multiple roles can be selected.
- Select an initial role for a new worker and a re-induction role for workers requiring a re-induction.

The image shows two overlapping screenshots from a web application. The background screenshot is the 'Registration, Description, Roles' form. It has a 'SELECTION' table with columns: Action, Card?, Name, First Name, General, Roles, Files Done, Infos Done, Cost, Data Status, and Payment. The 'Card?' column has a value of 'no'. The 'General' column has a red 'X' and the text 'Mandatory Not Entered'. The 'Data Status' column has a value of 'INCOMPLETE'. Below the table are buttons for 'Back' and 'Terminate'. The foreground screenshot is the 'Onsite Cardholder Roles Popup' window. It has a title bar that says 'Onsite Cardholder Roles Popup - Mozilla Firefox'. The URL in the address bar is 'https://epe.onsitetrackeasy.com.au/portal/common/popup/roles.jsp'. The main content area is titled 'NCIG Portal Work Roles' and has a 'Class:' dropdown menu set to 'All'. Below this is a list of roles with checkboxes. The roles listed are: Administration Assistant, Administration Assistant (Re-induction), Cleaner General, Cleaner General (Re-induction), Coal Sampler, Coal Sampler (Re-induction), Collector, Collector (Re-induction), Compensatory Habitat Worker, Consultant - General, Consultant - General (Re-induction), Delivery Driver / Heavy Machinery Driver, Delivery Driver / Heavy Machinery Driver (Re-induction), Delivery/Supplier, and Delivery/Supplier (Re-induction). At the bottom of the list is an orange 'Apply' button. A red arrow points from the 'Select Roles' button in the background form to the 'Apply' button in the foreground popup.

Registration, Description, Roles

SELECTION

Action	Card?	Name	First Name	General	Roles	Files Done	Infos Done	Cost	Data Status	Payment
Processing	no	Tess	Tess	X				\$55.00	INCOMPLETE	

✓ = Entered X = Mandatory Not Entered X = Optional Not Entered

Click link to view role data requirements: Role Data Lookup

PROCESSING TESTS REGISTER (Registration) [Back] [Terminate]

GENERAL

Registration, Description, Roles

Select Roles Mandatory: Requires valid selection

Roles: Engineer - Civil

Previous Roles: (none)

Communicate To: Sarah Constable Name of person

Communicate By: Email

Email: sconstable@pegasus.net.au

Mobile: [] in [Australia]

Declaration: ☒ I agree with the Terms & Conditions and Privacy menus

You must save these entries before you can proceed with the next step. [Save]

Onsite Cardholder Roles Popup - Mozilla Firefox

https://epe.onsitetrackeasy.com.au/portal/common/popup/roles.jsp

NCIG Portal Work Roles

Class: All

Tick all required roles and click Apply button at the bottom

- ☐ Administration Assistant
- ☐ Administration Assistant (Re-induction)
- ☐ Cleaner General
- ☐ Cleaner General (Re-induction)
- ☐ Coal Sampler
- ☐ Coal Sampler (Re-induction)
- ☐ Collector
- ☐ Collector (Re-induction)
- ☐ Compensatory Habitat Worker
- ☐ Consultant - General
- ☐ Consultant - General (Re-induction)
- ☐ Delivery Driver / Heavy Machinery Driver
- ☐ Delivery Driver / Heavy Machinery Driver (Re-induction)
- ☐ Delivery/Supplier
- ☐ Delivery/Supplier (Re-induction)

Selected Roles

Trade - Pest Control Technician

[Apply]

Worker Registration



STEP 5

Files marked with a RED asterisk are mandatory and MUST be uploaded.

Click on icons such as Word or PDF symbols to download the form for that competency to be awarded.

- File upload requirements are determined by worker roles.
- Files marked with a red asterisk are **mandatory**. You cannot submit an application until they have all been provided.
- Files marked with a grey asterisk are optional. They can be uploaded if the worker holds these competencies or wishes to have the data on their profile.
- Click “Upload” to be taken to the correct section to complete the process.

FILES hide files

File1: * Civil Engineer Degree
Engineering Civil Course Degree
Mandatory for Roles: Engineer - Civil
[Click here for a list of NCIG Business Rules](#)

Uploaded File:

Name	Issue	Expiry	Comment	Open	Edit	Remove
Test Doc					Edit	Remove

File2: * Construction Induction Card
OH&S-WHS - Construction Induction Card
Mandatory for Roles: Engineer - Civil
[Click here for a list of NCIG Business Rules](#)
Please upload a single file
Upload

File3: * Drivers Licence
ORP Driver Licence Govt Issued
Mandatory for Roles: Engineer - Civil
[Click here for a list of NCIG Business Rules](#)
Please upload a single file
Upload

File4: * Photo
Mandatory Cardholder Photo
Head and shoulders well lit photo taken from the front with a plain background. Please remove hat or sunglasses. Image can be larger than needed as it will be framed and cropped before printing on the card.
Please upload a photo of this employee
Upload

File5: * Statement of Competency (SOC)
Site - Statement of Competency
Mandatory for Roles: Engineer - Civil
[Click here for a list of NCIG Business Rules](#)
Downloadable Document: NCIG-Statement-of-Competency [click icon to download](#)
Please upload a single file
Upload

Worker Registration



STEP 6

Once you have clicked “Upload” on the Files screen, click “Choose file” to upload the required document from your computer. Once completed, click “Upload”.

You will see a confirmation pop up.

- Click “Upload” to upload a document that meets the role requirements. The document must first be saved to your computer so you can select it.
- Click OK on the confirmation pop-up to return to the file upload section.

Upload File for Tess Tester

Verified doc

The file you upload here is classified as a *Verified doc*, which means:

- it must be an **official document** that genuinely represents the description below
- it must clearly contain the **name of the person** shown above
- if it contains an **issue or expiry date** you must enter them in the fields below

If any requirement is not met, the upload and cardholder compliance will be rejected!

Various documents satisfy this upload requirement: [Select your Document Type](#) below.

If you have any questions contact the portal administrator listed on the help menu.

Description: **Drivers Licence**

Maximum Size: 2 Mb

Requirement: [Click here](#) for a list of NCIG Business Rules

Document Type: -- select one --

File to Upload: * No file selected.

Name: *

secure.onsitetrackeasy.com.au says

UPLOAD COMPLETED

The file has been successfully uploaded.

OK

Worker Registration



BUSINESS RULES FOR ROLE AND COMPETENCY REQUIREMENTS

Click the NCIG Business Rules link
in the file details section.

- The Business Rules will help you understand the information that must be supplied to meet role requirements. Find the rules by clicking the link in the file section.
- The Business Rules specify document and upload requirements, and example documents. Competency expiry periods will be noted here if required.

File1: Construction Induction Card
 OH&S-WHS-.-Construction Induction Card
Mandatory for Roles: Cleaner General
[Click here for a list of NCIG Business Rules](#)

NCIG Business Rules | Statement of Competency

Created by Lauren Chock, last modified by Anika Riley on Sep 08, 2017

Pegasus
Powered by Oracle

MINING BUSINESS RULES

Statement of Competency

Competency	Competency Requirements	Upload Requirements	Examples
Site. - . Statement of Competency	<ul style="list-style-type: none">• All of the SOC is to be completed and signed by direct supervisor or manager• Role listed on SOC form must be identical to the chosen role in Onsite• Must be in PDF format - Word format not acceptable• Must be current	<ul style="list-style-type: none">• Enter into the system from date signed.	

Page Version: 8
Note: This Document is not version controlled when printed.

Pegasus
NEWCASTLE COAL INFRASTRUCTURE GROUP
STATEMENT OF COMPETENCY
488 King St West, Newcastle NSW 1500
Phone 0800 200 200 Fax 08 9471 8800
Email ncig@pegasus.com.au

DETAILS

SITE: Newcastle Coal Infrastructure Group (NCIG)

SITE CONTACT:
SURNAME:
GIVEN NAME:
COMPANY NAME:
OCCUPATION:

WORK DETAILS

Period of employment with the competency:

Years	Months
0	0

Experience in the field to be performed:

Years	Months
0	0

Tasks to be performed on site:

Task	Frequency
Task 1	Task 2

PREVIOUS WORK HISTORY

Task	Frequency
Task 1	Task 2

I hereby certify that the information provided in this document is true and correct to the best of my knowledge and belief.

This document is the property of Pegasus and is not to be distributed outside the company without the written permission of Pegasus.

Signature:



INDUCTION BOOKINGS

Induction Bookings



STEP 1

Once logged in, enter or find the worker's profile to book their inductions and training.

- Training details are at the bottom of the file upload section. Training is determined by work role.
- Click "Edit" to enter the email address where user details for online training and booking confirmations for site inductions will be sent. Click "Save".
- Click "Book" to choose a date and time for site inductions. Some online inductions may be auto-booked.

TRAININGhide training

Bookings

The following table lists the training required for this employee's role selections. All **Auto-Booked** training will automatically be booked and added to the shopping cart when you submit this persons application.

Induction	Training Status	Access	Cost	GST	Required By Roles	Competency Overlap	History	Reason Unavailable	Book
1. NCIG Combined Level 1 & 2 Induction Initial	OUTSTANDING	Approved	\$49.00	\$4.90	1	1			Book

Required By Roles Legend

1 Engineer - Civil

Competency Overlap Legend

1 Site Induction, Level 1 General Induction

Training Email

Please enter a valid employee email address. It will be used to provide access to training for the employee. An invalid address will result in the employee not being able to complete the training requirements for this selection.

Email:

Training Declaration

☒ I agree to purchase any outstanding training listed above for this employee and that they will undertake this training within a reasonable time frame.

Edit

Induction Bookings



STEP 2

Book site inductions by selecting from the times and dates listed.

- Click “Book” next to the chosen induction.
- All inductions are “On Hold” two days prior so no further bookings can be made.
- If you need to book a worker into an induction that is no longer available for selection, contact Pegasus to discuss the options available.

Book Training for Flower Emporium

AVAILABLE INDUCTIONS

Sort by: Induction ▼

Click induction name to view extra details or make a new booking.
All bookings must be paid for with a Credit Card.

Classroom Inductions

Here are all open classes scheduled for January 2019 (change month to see other schedules)
Student numbers are limited. The **Avail** column shows how many places are left in each session.

Induction	Induction #	Date	Time	Duration	Capacity	Att'ees	Avail	Cost	GST	Files	Infos	Venue
Book	69055	Tue 15 Jan 2019	7:45 am	4 Hours	20	9	11	\$49.00	\$4.90	1	5	NCIG Training Room
Book	69053	Tue 22 Jan 2019	7:40 am	4 Hours	20	2	18	\$49.00	\$4.90	1	5	NCIG Training Room

* Indicates induction cost is paid for by the site.

Back



Shopping Cart
Total Cost: empty

Induction Bookings



STEP 3

Upload booking data before processing and paying for the induction.

- Drug and alcohol test results must be dated within 14 days of the induction.
- The test must be performed by an accredited testing company.

Booking Data for 1. NCIG Combined Level 1 & 2 Induction Initial

BOOKING EMPLOYEES

Action	Last Name	First Name	File1 *	Info1 *	Info2 *	Info3 *	Info4 *	Info5 *	Status
Processing ▶	Tester	Tess	✗	✗	✗	✗	✗	✗	INCOMPLETE

DATA FOR TESS TESTER

File1: * Drug & Alcohol Test Results

✗ Mandatory for Roles:

Expiring: No

Please upload a negative Drug and Alcohol test completed within 14 days of the induction date. The D & A test needs to be completed by an accredited testing company.
(if submitting booking request prior to 14 days please upload a Drug & Alcohol Test booking confirmation for a date booked within 14 days prior to induction date. **Negative results must be submitted via the Portal by 12 noon the Friday before the scheduled induction date**)

D & A screening must be in accordance with AS4308

Urine testing shall screen for:

- Amphetamines
- Benzodiazepines
- Opiate
- Cannabinoids metabolites
- Cocaine Metabolites

In the case that a positive D & A test is received laboratory confirmation that the drug is consistent with declared medication must be submitted with the D & A paperwork.

Please upload one or more of these files

Upload

Induction Bookings



STEP 4

When all the fields in the information table have green tick, click "Add to Cart".

- The induction is added to the shopping cart, and you will be directed back to the file upload section to add a subscription fee to the shopping cart.
- The small image below displays a notification that the training needs to be paid for if required.

Booking Data for 1. NCIG Combined Level 1 & 2 Induction Initial

BOOKING EMPLOYEES

Action	Last Name	First Name	File1 *	Info1 *	Info2 *	Info3 *	Info4 *	Info5 *	Status
Processing▶	Tester	Tess	✓	✓	✓	✓	✓	✓	READY FOR CART

Add To Cart

secure.onsitetrackeasy.com.au says

PURCHASE TRAINING

This selection requires training to be purchased before it can be submitted.

You will be redirected to the checkout shopping cart page to proceed with this.

This selection will automatically be submitted once all training requirements are purchased.

OK

Induction Bookings



STEP 5

Click “Add to Cart” to pay for both subscriptions and training/induction fees in the shopping cart.

Click “Review” to go to the shopping cart checkout.

- Each payment will appear individually on the invoice – so subscriptions, training and so forth are separated.
- The induction item will only ‘pop up’ to be added to the shopping cart when the worker is due to be re-inducted.

Employee Compliance

SELECTION

Action	Card?	Last Name	First Name	General	Roles	Files Done	Infos Done	Cost	Data Status	Payment
	no	Tester	Tess	✓	Engineer - Civil	5 of 5 ✓	0 of 0 ✓	\$55.00	COMPLETE	IN CART

d ✗ = Mandatory Not Entered [Back](#) [Add To Cart](#) [Terminate](#)

Action: Click 'Process' to continue an entry, and when complete, submit it or add it to the shopping cart.
Each person requires General entries, then File uploads.

[Back](#)

Shopping Cart

	Quantity	Cost
Employee Compliance	1	\$55.00
1. MCIIG Combined Level 1 & 2 Induction Initial	1	\$53.90
Total Cost: \$108.90		

[Review](#)

Click link to view role data requirements: [Role Data Lookup](#)

Induction Bookings



STEP 6

Review the worker's name and details, including the role, before processing payment.

Click "Proceed to Checkout".

- All payments are final, so ensure you have confirmed and reviewed the role, documentation and worker's details.
- Check the induction is correct for the areas the worker may need to access before processing payment.



Review Shopping Cart

Company:	Flower Emporium
User:	Sarah Constable
Total:	\$108.90 inc GST

Line	Qty	Item	Person	Unit Cost	Unit GST	Cost (ex)	Cost (inc)	Description	Remove
1	1	Course Booking	Tess Tester	\$49.00	\$4.90	\$49.00	\$53.90	Booking for Tess Tester into 1: NCIG Combined Level 1 & 2 Induction Initial : To be held at NCIG Training Room on Tue 15 Jan 2019, starting at 7:45 am and lasting for 4 Hours	
2	1	Employee Compliance	Tess Tester	\$50.00	\$5.00	\$50.00	\$55.00	Registration, Subscription, Roles for Tess Tester.	remove
Total:							\$108.90	including GST of \$9.90	

- Some course bookings cannot be removed as they are requirements for card orders.
- Remove the relevant card orders to enable course booking removal.

[Back](#) [Proceed To Checkout](#)



Induction Bookings

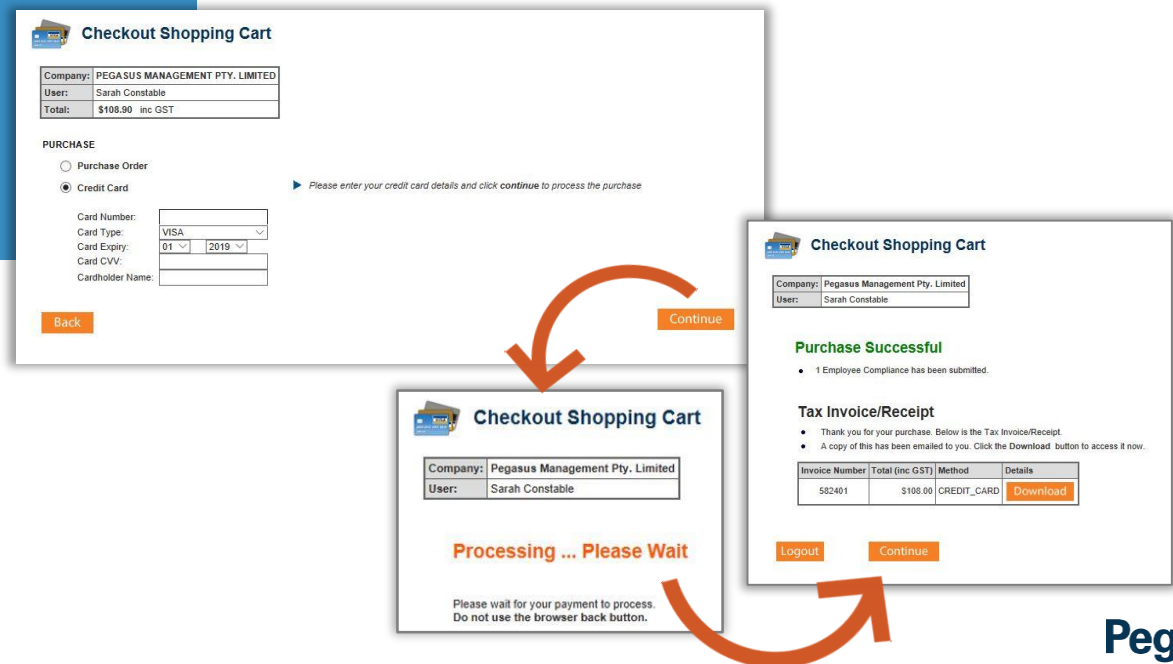


STEP 7

Enter your credit/debit card details and click “Continue” to complete the payment.

A tax invoice will be emailed.

- When the payment has been processed, you can download the tax invoice. You will be emailed a PDF version.



Induction Bookings



EMAIL COMMUNICATION EXAMPLES

Here are a few examples of the email communications you may receive regarding your worker.

Dear Amanda

Your employee has been registered with the Pegasus Safety Induction.

Employee: Mark
Company: Pty Limited
Approved By: Jazzie Agustin
Approved On:

For further assistance please contact Pegasus Safety Inductions.

Email: inductions@pegasus.net.au
Phone: 1300 306 384




onsite track easy

The Pegasus Safety Induction Bookings is

stration includes a
aining history, con

OD Pegasus Safety Online <do_not_reply@onsitetrackeasy.com.au>
Receipt/Tax Invoice

 Receipt Tax Invoice .pdf
75 KB

Dear

Thank you for purchasing online from Pegasus Safety.
The attached receipt/tax invoice is your reference for any inquiries relating to this purchase.

Yours sincerely,
Pegasus Safety

OD

Onsite Track Easy <do_not_reply@onsitetrackeasy.com.au>

User Account Request for NCIG Contractor Safety Management and Inductions

Your request for a new user account has been sent to authorised representatives of Flower

You will receive an email containing your login details once your request has been processed.

Please contact Tes Tester if you have not received a response within a reasonable period of time.

Email: test@tester.com

For further assistance please contact Pegasus Safety

Website: www.pegasus.net.au

Email: ncig@pegasus.net.au

Phone: 1300 306 384

The NCIG Contractor Safety Management and Inductions is powered by ONSITE TRACK EASY.

Dear Rino

The following person has **NOT** been approved for Rail Industry Worker card.

Person: Mark

Company:

Returned

By:

Returned

On:

Reason:

Kirbie Miller

Hi, the
of attainment with the specific TFNSW paragraph on it from an approved provider. Thankyou



FOR ANY QUESTIONS OR ASSISTANCE PLEASE CALL

1300 306 384

OR EMAIL **ncig@pegasus.net.au**