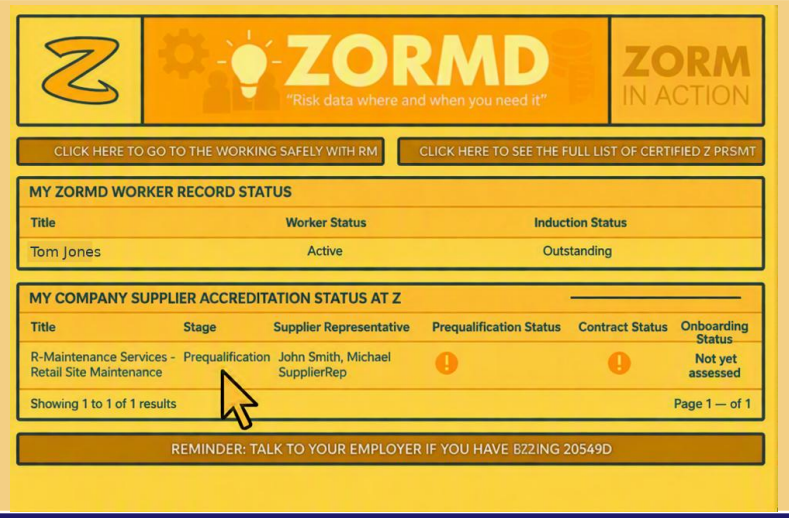
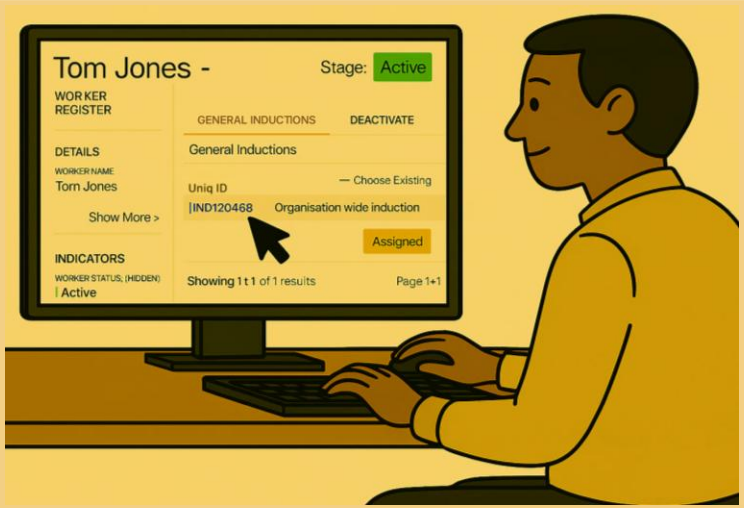
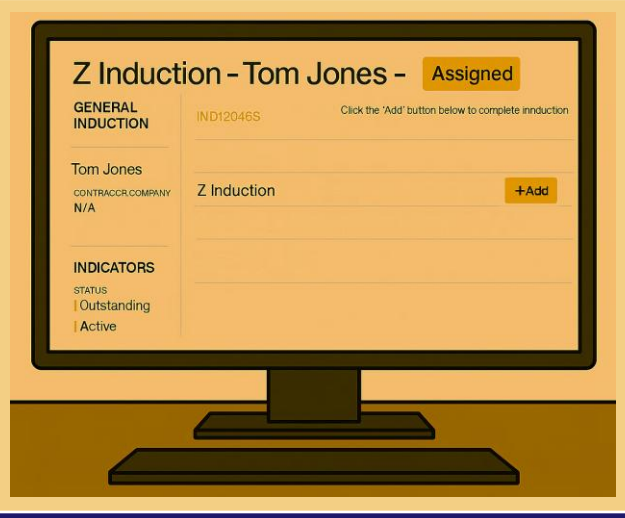
Log into ZORMD. Under “***My ZORMD Worker Record Status***” click on your name.



This window displays the Worker details and the assigned Induction for the Worker to complete. Click on the Uniq ID to open the induction.



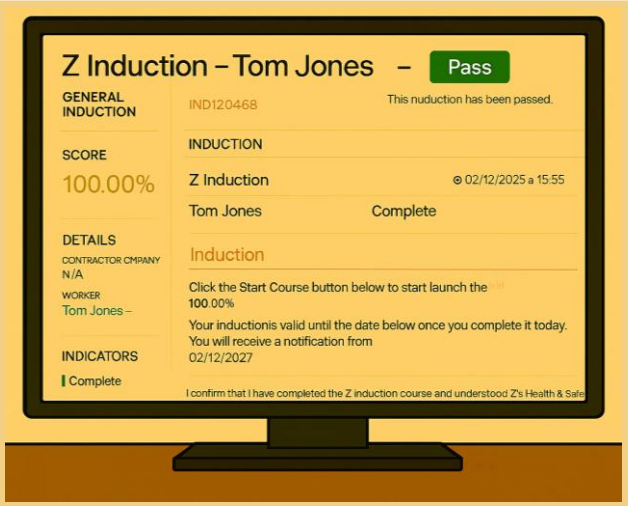
Click on the ‘Add’ icon to commence the induction course.



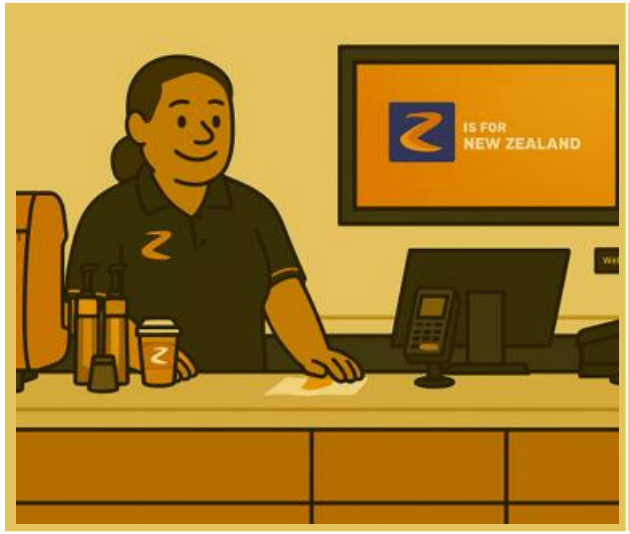
Click on Start Course to commence the induction training. Once completed click on the ‘Complete’ button.



If successful the record will show a ‘Pass’ and a valid date until a refresher is required. The induction refresher is a bi-annual requirement.



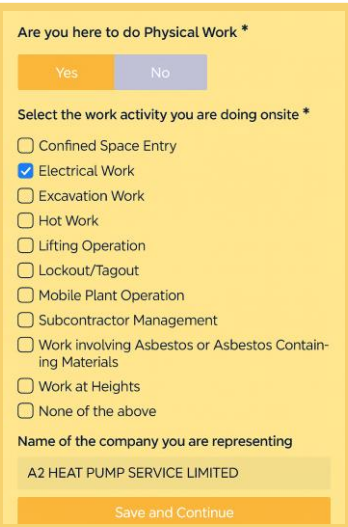
When contractors or visitors arrive on site they must sign in by scanning the site QR code. This will be displayed at the night pay window and the Sign in folder



Once scanned the Contractor or visitor will be redirected to our ZORMD sign in system.



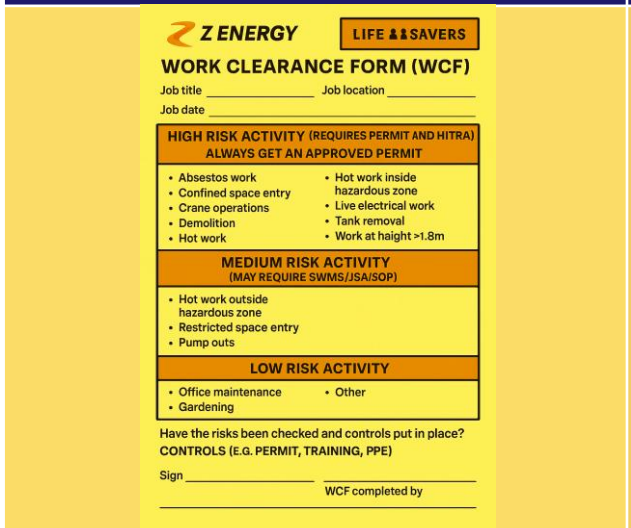
They will be required to fill out the fields to complete the sign in process.



Now the contractor(s) or visitor(s) will be ready to share why they are onsite, work activities and the required documentation.



All Contractors will be required to provide a completed Work Clearance Form (WCF). This can be either a digital version or the manual form.



Once they have signed in, a Z site team member must engage with the Contractor or visitors. You will discuss any specific site risks, the scope of work, controls and share site specific risk.



While the Contractor undertakes their work activities and you see something unsafe, Z empowers you to intervene.



When contractors arrive on site during Locked door hours they must sign in by scanning the site QR code. This will be displayed at the night pay window.

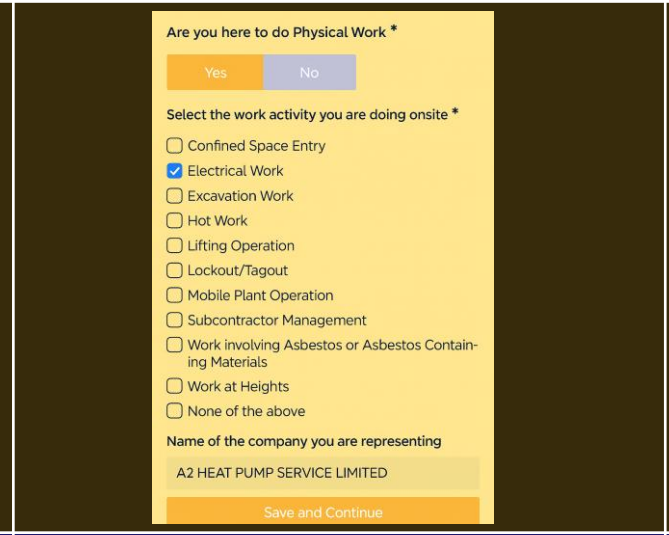
Once scanned the Contractor will be redirected to our ZORMD sign in system.

They will be required to fill out the fields to complete the sign in process.

Now the contractor(s) will be ready to share work activities and the required documentation.









The Contractor will be required to provide a completed Work Clearance Form (WCF). This can be either a digital version or the manual form.

Once they have signed in, a Z site team member must engage with the Contractor or visitors. You will discuss any specific site risks, the scope of work, controls and share site specific risk.

While the Contractor undertakes their work activities and you see something unsafe, Z empowers you to intervene.



