

Basic Visitor Safety Induction Form

Please complete this form prior to entering the facility. Since this form is for printing and physical record-keeping, please fill out all fields clearly.

1. Visitor & Visit Details

Visitor Full Name:

Company Name:

Contact Phone Number:

Site Host Name:

Date of Visit (DD/MM/YYYY):

Time In:

Time Out:

2. Safety Briefing & Acknowledgement

Please write "AGREE" next to each statement to acknowledge that you understand and will comply with site rules:

I have read, understood, and agree to abide by all basic site safety rules and signage:

I agree to wear the required Personal Protective Equipment (PPE) while on site:

I am aware of the emergency assembly points and evacuation procedures:

I agree to report all accidents, near-misses, and hazards to my host immediately:

I understand I must remain with my site host or authorized personnel at all times:

3. Declaration & Signature

By writing your name below, you confirm that you have received the visitor safety induction and agree to follow all instructions.

Visitor Signature (Print Name):

Date:

Host/Inductor Signature (Print Name):