



## **NEW EMPLOYEE INDUCTION PROGRAM**

The new employee will be imparted induction training on the following topics on first entry at site :

- Entry / exit system.
- Use of PPE.
- Medical and first aid system.
- Emergency evacuation plan.
- Work permit system.
- Basic rules of safety.
- OH&S Training.
- Housekeeping.
- Sign / traffic boards.
- Company safety policies and program.
- Methods of safety supervision.
- Tool box meetings.
- Accident / Incident investigation.
- Fire prevention/protection.
- Job hazard analysis.
- Responsibilities.

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