



APPLICATION FOR VEHICLE PERMIT/ ELECTRONIC ACCESS



Controlled Document on day of Print only 6/06/2007

*** PURPLE PERMIT * PURPLE PERMIT * PURPLE PERMIT * PURPLE PERMIT * PURPLE PERMIT ***

1. Applicant's Personal and Company details:

Full Name: _____ Driver's Licence No: _____

Dept/Company Name and Address: _____

Road & Rail Induction

Contact Details: Work Phone: _____ Mobile: _____

E-mail: _____ ACCESS CARD NO: _____

Essential Services: EXPIRY DATE: _____

Vehicle type: (eg: sedan) _____ Rego No: _____ Vehicle make: _____ Colour _____

2. REASON FOR APPLICATION: _____

Vehicle Change Change of Permit Damaged Sticker

GATE YOU HAVE ACCESS TO: • RECYCLING AREA

3. PERMIT CONDITIONS AGREEMENT

I understand that if I am found in an area that I have not been given access to my driving privileges may be revoked.	
I understand that I can only access gates for the nominated zones.	
I agree to abide by the Road Safety Code available on both the BlueScope Steel intranet and internet, or upon request.	
I understand that my vehicle must be registrable, that I must have a valid Australian driver's licence or approval by a Red Form Authorising Manager to drive with an overseas licence and that failure to do so is a serious breach of the Road Safety Code, which may result in my dismissal.	
I understand and agree to the conditions attached to this form.	
I understand that if I have been invited to another area, I will be considered as a visitor to that area and I will abide by the rules applying to visitors for that area, including obtaining appropriate permits.	

AUTHORISATION

4. Applicant's Signature: _____ Date: _____

5. BlueScope Steel Safety Mentor/Contractor Manager/s acknowledge that he/she has sighted all relevant documents.

Contractors Name printed: _____ Signature: _____ Date: _____

BlueScope Steel Mentor Name printed: _____ Signature: _____ Date: _____

6. BlueScope Steel Manager Approval: (You must have a BlueScope Steel Manager/s signature).

Name printed: _____ Signature: _____ Date: _____

7. Mail this document to Protective Services (70). Enquiries direct to: 4275 7582.

Office Hours: Tuesdays, Wednesdays & Thursdays – 9.00 am to 12.30 pm & 1.00 pm to 4.30 pm.

Office use only: CARD NO: _____ PERMIT NO: _____ COLOUR: _____

Processed by: _____ Signed: _____

APPLICATION FOR VEHICLE PERMIT/ ELECTRONIC ACCESS

Controlled Document on day of Print only 24/04/2007

Conditions of Entry - Vehicle Permits and Proximity Cards

“Conditions of Entry” include without limitation, the application form, the conditions printed below, the Entry to Steelworks Policy, the Road Traffic Code, the Parking Policy and any other policies or procedures as created or amended from time to time.

“The Company” means BlueScope Steel (AIS) Pty Ltd and BlueScope Steel Limited together. The Company grants the applicant vehicular access onto its property and premises, and access to the Company’s buildings and structures, subject to the limitations on the application form and these Conditions of Entry. The Conditions of entry must be followed and complied with at all times and, by signing the application form (which ever is used) you agree to comply with and acknowledge your acceptance of these Conditions of Entry and any liabilities contained in the Conditions Entry.

Serco Pty Ltd will manage and administer the Conditions of Entry and applications for access on behalf of and as authorised agent of the Company.

IT IS IMPORTANT THAT YOU READ THIS DOCUMENT. ANY BREACH OF THESE CONDITIONS OR FAILURE TO COMPLY WITH ANY CONDITION WILL RESULT IN ACCESS PRIVILEGES BEING WITHDRAWN.

Access Control - Vehicle Permit.

1. Vehicles are permitted on the Company’s premises only on the basis that the Company is not in any way liable or responsible for any theft, loss or damage to or from the vehicle or its contents however caused and only at the sole risk of the owner and/or driver. The applicant hereby releases the Company, to the full extent permitted by law, from any liability or responsibility for any theft, loss or damage to or from the vehicle or its contents and also indemnifies the Company, to the full extent permitted by law, in respect of any claim, action, debt or demand of any kind upon or incurred by the Company arising out of the presence of the vehicle concerned on the Company’s property. The release and indemnity contained in this condition are given provided that the damage or claim does not arise from any act of gross negligence by the Company.
2. Vehicle Permits or Permits to Enter must be affixed to the windscreen of the vehicle for which it was issued. Permits are not transferable to another vehicle. Permits must be affixed immediately after issue and in accordance with the instructions provided on receipt of the permit.
3. In the event of a vehicle with a Vehicle Permit or Permit to Enter being sold or otherwise disposed of, the permit must be removed from the vehicle prior to the sale or disposal. The remnants of the permit must be returned to Access Control when requesting a replacement permit. In the case when remnants are not returned, a Statutory Declaration will be required.
4. Vehicle permits must be returned to Access Control on termination or expiration of employment or contract period.
5. Vehicles must be parked on the Company’s property in accordance with the restrictions of the Permit to Enter or Vehicle Permit issued for that vehicle and in recognised parking bays only. Contractors to Springhill site are to use only the following car parks: No 6, No 14, beside Allens Creek and the CPCM car park.
6. Driving on the Company’s property is in accordance with the statutory requirements, which would apply if driving on a public street. All drivers must comply with the Company’s Access and Road Traffic Code. Some of the particular hazards which all drivers on the Company’s property must have due regard for are:
 - Pedestrian traffic
 - Rail crossings
 - Maximum posted speed limit (which will not in any case exceed 40 Kph).
7. All drivers must enter and leave the Company’s property via designated gates.
8. The Company reserves the right to stop any vehicle which enters or leaves the Company’s property for the purposes of searching the vehicle for goods which may have been unlawfully taken from the Company and you consent to such a search being conducted.
9. Vehicles Permits or Permits to Enter will only be issued to Authorised Drivers under the Road Traffic Code.

Access control Proximity cards.

1. Proximity cards remain the property of the Company and must be returned on termination or expiration of employment or contract period.
2. Proximity cards are not transferable to third parties.
3. Proximity cards must be on your person at all times.
4. Lost or stolen proximity cards must be reported immediately to Serco Security Services (Extension 7575).

Access Control Records and Video Surveillance:

1. You are reminded that cameras are used at entry and exit points for security surveillance.
2. Records of entry and exit are kept, and may be used for investigations involving seriously improper conduct.

Reminder

1. Always wear your seat belt whilst driving on the BlueScope Steel site.
2. Do not use hand held mobile phones whilst driving your vehicle.