



done safe

HOW TO GET INDUCTED FOR RYMAN SITES



INDUCTION FLOWCHART

HAVE YOU VISITED A RYMAN CONSTRUCTION SITE
IN THE PAST 12 MONTHS?



IF YOU DO NOT COMPLETE THE ONLINE INDUCTION YOU WILL BE ASKED TO DO THIS WHEN YOU GET TO THE SITE.

OTHER PEOPLE WHO HAVE COMPLETED IT WILL BE PROCESSED FIRST.



Completing the Ryman Online Induction

1

Complete all the details of the online induction form

<https://tinyurl.com/inductionryman>



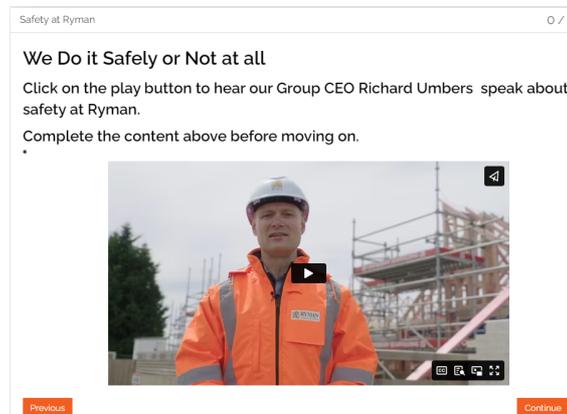
Form fields for online induction:

- First name*
- Last name*
- Email*
- Best Contact Number*
- Preferred name
- Upload a profile photo* (Drop files here or click to upload)
- Company you work for*
- Select your role* (Dropdown menu)
- Emergency contact name*
- Emergency contact phone number*
- Do you have any disability, medical condition, injury or illness which could affect your ability to carry out your duties and responsibilities agreed to with Ryman, or which would impact any first aid or emergency treatment should this be required by Ryman? (Yes/No buttons)
- Complete button



2

Watch our interactive induction video and answer the questions.



If you do not complete the induction, you must do it on-site before you begin work.

When you get to site

3

Let the health and safety team know that you have completed the induction and they will activate your profile for you. **Please check what time inductions are with your site supervisor.**

4

You will then complete a brief site familiarisation with a Ryman team member and they will issue you a key tag to sign in.

If you're a Contractor for Ryman and need assistance contact the Contractor Support team.

Email: contractorsupport@rymanhealthcare.com | **Phone:** 0800 588 222



FAQs

Why should I complete the online induction?

You will save us and you time on-site when you first arrive. Since we will already have your details it's a quick process for us to complete your site familiarization and issue you a sign-in tag.

What happens if I don't do the online induction?

When you get to the site to be inducted the team will either get you to do the online induction or they will run you through the induction themselves.

Other contractors who have completed the online induction will receive their short site familiarization induction first and will then be issued their key tag to sign in and get to work. Your induction process will be attended to after this.

What if I don't have an electronic device to do the online induction or don't want to use my mobile data?

Not to worry! We will have some tablet devices on-site for you to use instead.

If I have been to a Ryman Construction site before do I need to do the online induction?

If you haven't visited a Ryman site within the past 12 months, yes you will. Once you have completed this you will not need to do it again - the online induction does not expire.

Who needs to be inducted on a Ryman Construction Site?

Anyone who is completing physical work onsite must be inducted.

Visitors who have not completed an induction must be escorted by an inducted Ryman team member.

Delivery drivers can complete a brief 'Driver Induction' at the gate, however, if they will complete any physical work (e.g. unloading, using a truck-mounted crane) then they must receive an induction.

What if I work at a Ryman village?

Ryman villages also have online and site familiarization inductions. However, *these are different* and do not apply to construction.

