Operate Safe Notification Form
RED CARD

Employer Details

Company Name ----------

Address **PO Box** ----------

Suburb ---------- **City** ----------

Phone ( ) ---------- **Fax** ( ) ----------

Instructions for Completion

- This form is to be used to apply for a new Red card or to renew an expiring Red card.
- The Red card does **not** need to be renewed for employees already holding the Bronze card, or for those currently studying for Bronze. Employees of ACC WSMP Tertiary Accredited contractors **must** renew their Red cards but are not required to renew their Site Safe Civil Passports because they carry out 10 hours of recognised training annually.
- A photo must be supplied for each employee listed. Photos must be in JPEG format and approx 100kb in size (max 200kb) with file name *firstname.surname.jpeg*.
- On receipt of this notification form, Operate Safe will invoice the company $17.50 (including GST) for each new Red Card, and $12.50 (including GST) for each renewal or replacement.

Employees

Employee Name	Date of Birth	Company Induction Completion Date	Initial Job/Site Specific Induction Completed Yes/No	SiteSafe Civil Passport or Equivalent Induction	
				Number	Completion Date

I confirm the people listed above have met the requirements of the Operate Safe Red Cards; have been informed that Operate Safe will hold all relevant information on employees relating to Operate Safe and may disclose the information to any persons or companies who need the information in order for Operate Safe to function; and confirm the company is committed to, and working towards Operate Safe self regulation criteria.

Name:

Signature:

Date:

Email the completed form and the employee photos to *info@operatesafe.org.nz*