

29 April 2019

To all personnel inducted on the John Holland NIF Project

As we transition from Pegasus to the new Rail Industry Worker competency management system in June 2019, it's imperative we encourage **all** personnel to login and logout each day they are working on the John Holland NIFMF Project.

To date we have communicated the requirement to both login and logout of Pegasus in our NIF Site Familiarisation Inductions, reminded people in Pre-Starts and placed posters in the common areas around the Pegasus units.

Despite these methods, there has been a number of personnel who either aren't logging in, or aren't logging out of Pegasus.

Personnel Not Logging In to Pegasus:

Random checks on work groups will commence to ensure each person is logged into Pegasus. Logging into Pegasus confirms each individual is free from the effects of alcohol, and also automatically enrolls the individual into the random drug test draw. Logging into Pegasus also ensures we know who is on site in the event of an emergency.

Personnel Not Logging Out of Pegasus:

We are implementing a "Three Strike" Logout Strategy to encourage all personnel to remember to logout from Pegasus.

Effective from Monday 29/04/2019, individual(s) who haven't logged out of Pegasus will be recorded in a register, and will receive one of the following 3 text messages which they are required to respond to:

1. Reminder

Our records show you have not logged out of Pegasus on the John Holland NIF Project. Please reply with your name and confirm you have left site, and the time you left. Note; reply as text only.

2. Warning

Our records show this is the 2nd time you have not logged out of Pegasus on the John Holland NIF Project. Please reply with your name and confirm you have left site, and the time you left. Note; reply as text only.

Be aware - not logging out a 3rd time will result in being un-associated from our site in Pegasus, and you will need to report to our General Superintendent (or delegate) to request access to site.

3. Individual is reported to our General Superintendent (or delegate)

Our records show this is the 3rd time you have not logged out of Pegasus on the John Holland NIF Project. Please reply with your name and confirm you have left site, and the time you left. Note; reply as text only.

Alert: You have now been un-associated from our site in Pegasus. You will need to report to the General Superintendent (or delegate) the next time you arrive on site.

Technical Issues Experienced with Logging In and Out of Pegasus:

Personnel are encouraged to communicate any issues with logging in and / or logging out with our HS team members, or directly to Tiffany Brown on 0439 260 255.

We can trouble shoot any login issues, and manually logout personnel from Pegasus if required.