

14 October 2019

Dear Port Users and Contractors,

IMPLEMENTATION OF USERS PAYS INDUCTION CHARGE

Port of Newcastle implemented the new induction system, Rapid Global, in 2018 in order to provide a secure, user-friendly and efficient way to safely induct port users to site. Using the third-party provider's services has benefited all port users by streamlining induction processes and ensuring a consistent standard is met. The induction process is one way that Port of Newcastle maintains the highest standards in safety and security. There has been positive feedback about how the program is operating. If you have any technical issues, Port of Newcastle remains committed to follow-up with Rapid Global.

To date, Port of Newcastle has absorbed the cost of this induction process in order to ensure the system is performing well for all port users. From 1 November 2019, Port of Newcastle will introduce a charge to recover the cost of each induction. This brings the Port of Newcastle in line with other Ports around Australia, where such costs are recovered.

The charge will be \$42 (ex GST) per person for a 12-month Induction. Charges will only be applied on or after the roll out date and will be reviewed annually. All inductions will now be valid for 12 months.

Rapid Global will manage the per-person charges by way of a credit system. Your company administrator will purchase the required number of credits within the Rapid Global system to issue to employees to complete their induction. Further detail on the process has been included with this notification including contact numbers for technical support.

I recognise that this is a change from the previous arrangement. If you have any questions or concerns about this arrangement, please feel free to contact our Security Manager Rebecca Jones on 4908 8225.

Yours sincerely



Simon Byrnes
Chief Commercial Officer
Port of Newcastle