

Contractor Manual

Induction Process Villages





Induction Process Overview

Before you can start work at our Ryman villages you need to complete

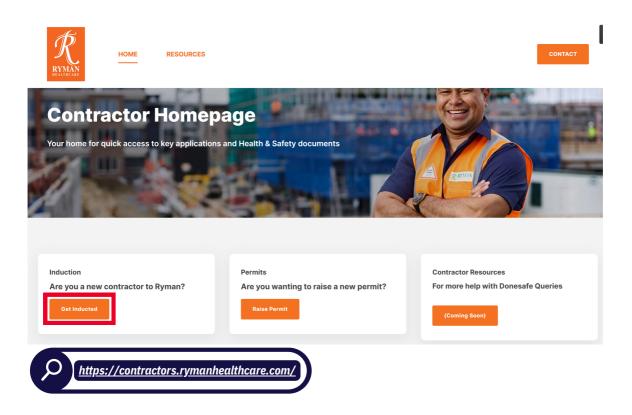
- the Ryman Online Induction and
- a Site Familiarisation at the village

How to access the Ryman Online Induction

Option 1 (preferred)

Before you come to the village, complete the Online Induction at your own leisure, it will take about 8minutes.

You will find the link to the Online Induction on our Ryman Contractor Homepage: Click on "Get Inducted" to complete the form and watch the induction video.



Option 2

If you arrive at the village without having completed the Online Induction, you can use your smartphone or a dedicated Ryman device to complete the Online Induction at the village.

Completing the Ryman Online Induction



Complete all the details of the online induction form. This will require a profile picture to be uploaded.

Construction Sites	Operational Villages	Office/Warehouse	
ame and details *			
First name*			Last name*
First name			Last name
Email*			Best Contact Number*
Email			Best Contact Number
Preferred name			
Ipload a profile photo	*		
1 Drop files here or cl	lick to upload		
Company you work for	*		

Watch our interactive induction video and answer a few short questions. Begin by selecting the "Start Course" button.





After completing the video please select complete. Complete

Once you have arrived at the village, let the reception staff know that you are a new contractor but have completed the induction. They will sign you up and complete a brief Site Familiarisation with you.

You are now fully inducted and can start work.



Why should I complete the online induction before I come to the village?

It will save you time at the village 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 before coming to the village?

You will have to complete the online induction at the village before you can start work which will take about 8 minutes to complete. You can use your own device (e.g. smartphone).

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 a Donesafe kiosk available at reception for you to use instead.

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

No, you don't. The online induction is for people who are brand new to Ryman villages.

Who needs to be inducted on a Ryman village?

Anyone who is completing work at the village must be inducted.

What if I work at a Ryman Construction site?

Ryman Construction site also has online inductions. However, these are different. If you are new to Ryman villages you still need to complete the online induction.