

D201

Visitor Sign-In Register

Business name	Maxicom (2013) Limited	Workplace/site address	20 Herekino Street Whangarei
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All Visitors, under the Health and Safety at Work Act 2015, have a 'duty' to take reasonable care, act in a safe and responsible manner, and observe the PCBU's health and safety rules to ensure that no hazards and/or risks are created to people or property. Visitors are also to obey all reasonable instructions and signs whilst at this workplace/site.

All Visitors must "Sign-in" here, when entering this Workplace/site. And must "Sign-out" prior to leaving this Workplace/site.

Name	Company	Person visiting	Vehicle Reg. #	Sign-in Date and time	Sign-out Date and time	Badge #

Copy: H&S Officer, Officer of the PCBU, H&S Committee, Receptionist, H&S Folder # 04