

Evidence of ID for HSR Training (*WHSQ Approved Courses*)

Adequate EOI means that the combination of **three matching original** documents provided by the participants must include the participant’s name and

- photo (e.g. current driver’s licence, passport)
- signature (e.g. current driver’s licence, credit card, medicare card)

The three documents can be made up of:

One category A + two category B or Two category A + one category B

Atleast one category A document must be photographic and show a full name and date of birth (DOB).

5 Day HSR Course <input type="checkbox"/>		1 Day HSR Refresher Course <input type="checkbox"/>	
Title:	Name:	Date of Birth:	
Address:			
Email:			
Signature:		Date:	Phone no.:
ID Provided and sighted by trainer:			
ID TYPE	ID Number (If Applicable)*	Expiry Date (If Applicable)*	
Participant’s Declaration, I certify that the details contained on this Form are true and correct.			
Participant’s Name:		Signature:	
Date:			
Approved Trainer Declaration, I certify that I have sighted and confirmed the participants evidence of ID.			
Trainer’s Name		RTO Number:	
Trainers Signature:		Date:	

** Please do not provide bank card details on this Form.*

Privacy Statement

This information is collected for the purpose of conducting HSR training under the WHS Regulation. This information may be disclosed and used by SafeWork for the purpose of monitoring and ensuring compliance with the WHS Act and the WHS Regulation. This information may also be used for the purposes of confirming a participant’s details as required. Information provided in this form will not be used or disclosed except in accordance with the requirements of the Privacy and Personal Information Protection Act 1998 (PPIP Act). Individual course participants can gain access to their personal information that is held by the Riskexec.

Evidence of identity (EOI) documents must be made up of three matching original EOI documents. A copy must be retained, excepting a financial institution debit/credit card, on the applicant’s file. You are required to keep a record that a debit/visa card was one of the original documents sighted. The three documents can be made up of:

One category A + two category B or Two category A + one category B

At least one category A document must be photographic and show a full name and date of birth (DOB). Category A documents	Status
<ul style="list-style-type: none"> • Australian birth certificate - full (not an extract or a commemorative certificate) • Bicentennial birth certificate (born in 1988) • Australian citizenship certificate/naturalisation certificate • Department of immigration and border protection (DIBP) <ul style="list-style-type: none"> – Certificate of evidence of resident status – Visa evidence card (with PLO56 visa) • Queensland or federal police officer photo identity card. • Queensland high risk work licence (photographic) 	Current
<ul style="list-style-type: none"> • Australian passport (including Australian document of identity) • Foreign passport • Australian photo driver licence • Queensland accreditation/authorisation (laminated) <ul style="list-style-type: none"> – Driver/rider trainer; pilot/escort vehicle driver; dangerous goods driver; tow truck driver/assistant certificate – Bus; taxi; limousine driver 	Current or expired less than two years
<ul style="list-style-type: none"> • DIBP - ImmiCard; temporary or resident visa; document for travel to Australia. Note: Electronic travel authority (ETA) is not accepted. 	Valid up to five years after issue
<ul style="list-style-type: none"> • Queensland card 18+ (laminated) 	Issued after 01/01/1992
Category B documents – must be Australian issued documents	Status
<ul style="list-style-type: none"> • Australian defence force photo identity card (excluding civilians) • Australian firearm licence (with photo) • Australian security guard/crowd controller licence (with photo) • Department of veterans’ affairs/CentreLink pensioner concession card (including healthcare card) • Education institution student identity document (must include photo and/or signature) • Financial institution debit/credit card (must include signature and embossed/printed name) • Medicare card (green, blue or yellow) • Interstate government-issued or government-approved proof of age card 	Current