

1 Permitted Registration

1. Go to <https://www.permitted.com.au> and select register
2. Enter your details (including your company email address, company ABN, job title etc.) which will link you to the Transurban Site to allow you to get site ready
3. You will receive an email with login details

2 Get Site Ready

1. Login to Permitted and select the orange “Induction Waiting” button (If this button isn't available or your Transurban site isn't listed after selecting, please contact your company as they have not been set up in Permitted yet)
2. Read the privacy statement and select “I Agree”
3. Upload a profile photo, emergency contact and required qualifications
 - Qualifications are a Government Issued Photo ID and OHS White Card
4. When asked “Have you completed a Transurban Asset induction before?” select “No” and perform the Transurban Asset Induction directly in Permitted. (If you have a copy saved locally select “Yes” and upload a copy).
5. After uploading or completing the induction, select “Finish Induction”. Your qualifications will be uploaded for verification. Verification can take up to 3 business days to occur.
6. Once your qualifications are verified you will be able to create an ATA and be added to other ATAs.

Further Support – Should you have issues with the above steps, please contact the Transurban Help Desk on TechnologyServiceDesk@Transurban.com or 1300 166 214. Please be specific in your request: include reference to the system you need assistance with (Permitted/Maximo), your name, the asset you are accessing, your company, company ABN, and a description of your issue.

3 Download Mobile App

The Permitted Mobile App is required anytime you need to sign in or out of a site closure. The App contains a unique QR code which will be scanned at the entry / exit of all Transurban site closures.

1. Go to the App or Play store and download the Permitted App.
2. Login to the App for the first time to make sure your access works

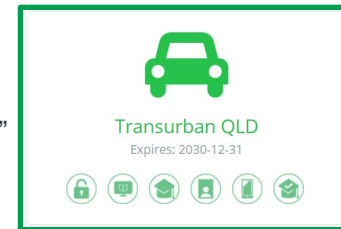


4 How to Confirm you are Site Ready

After completing steps 1 – 2, it will take up to 3 business days for your qualifications to be verified.

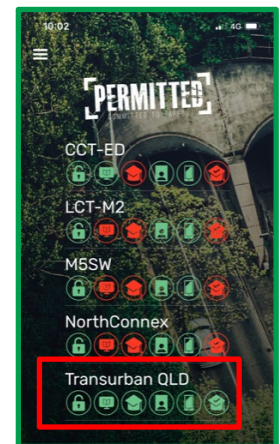
Check Site Readiness via the Permitted Browser

1. Login to <https://www.permitted.com.au>
2. From the home screen, select “Create” & “Create WAP”
3. If your site ready, you'll be able to see your site and all icons will be green.
4. If you can't see your site, check the “Show Unready Sites” box.
5. Here you can hover over each red icon to see what action is outstanding.



Check Site Readiness via the Permitted Mobile App

1. Login to the Mobile App
2. Tap the “Menu Button” and select “Site Readiness”
3. You'll then see all sites and their Site Readiness status. Check to ensure all icons are green for your site.



Frequently asked questions ?

I already have a Permitted account. How do I access a new site?

If your company has set up an account with Transurban Permitted, you will be able to get site ready for the new site. Simply select the “Induction Waiting” button on the top left of your homepage, and then select Begin Induction for the specific Transurban site you wish to get access to.

I can't see the site I need to gain access to, what do I need to do to see the Induction for that site?

If you can't see the Transurban site you require access to, it means the company you registered with has not been added to Permitted for that site. Please have a company representative contact the Transurban help desk via TechnologyServiceDesk@Transurban.com or 1300 166 214. The request must include the company name, ABN, and contact person.

I've uploaded all my qualifications, who do I contact to verify them?

Administrators have a dashboard showing the qualifications waiting to be verified and complete this daily. There is no need to contact anyone to let them know your qualifications have been uploaded. Verification can take up to 3 business days.

How do I know if my qualifications have been verified?

All icons on your site will turn from red to green when you have completed all the requirements of the induction and Transurban have verified your qualifications. You can check this by going to Create > Create WAP and viewing each of the sites available to your account.

What is required for a Photo ID?

A photo ID must be government issued, with a clear photo, expiry date and identification number visible. Other details on your ID such as; an address or DOB may be blacked out prior to uploading if desired.

What is required for an OHS White Card?

Please upload a copy of the actual White Card (construction induction card). We'll need to see your name and card number. Do not upload the completion “slip” in place of your White Card.

What if I don't have an OHS White Card?

There is an exemption process in place in certain circumstances (e.g.: For administration staff). Please contact the Transurban Service Desk on TechnologyServiceDesk@Transurban.com or 1300 166 214 for more information to arrange an exemption.