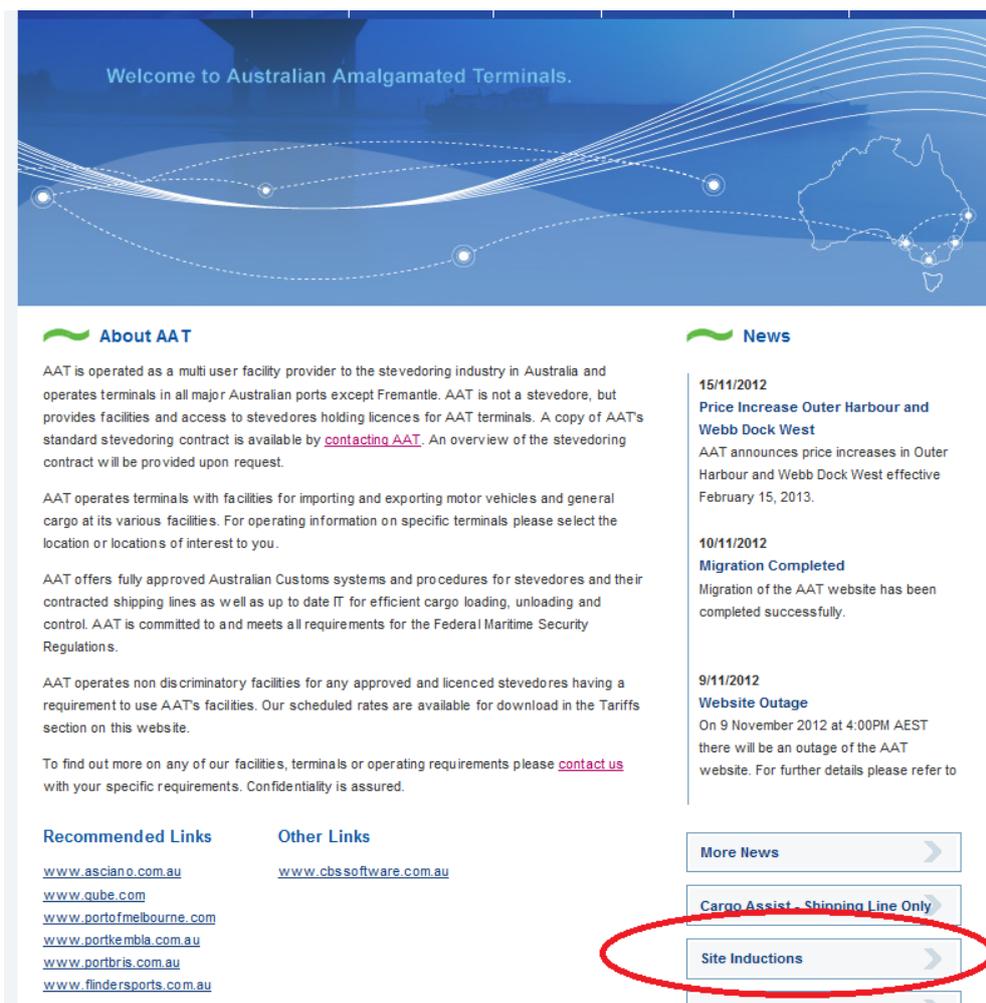


## Introduction

AAT currently requires external contractors to complete a Site Inductions as part of a process to be granted authorised to access AAT Terminals. The AAT website provides access to AAT's online induction system. This document provides an overview of the Induction system.

### Step 1 – Launch the AAT Induction System

Access to the AAT Induction system is provided via the home page of the AAT website ([www.aat.auz.biz](http://www.aat.auz.biz)). Visitors can launch the AAT Induction system by either clicking on the Site Inductions on the home page of the AAT website.



Welcome to Australian Amalgamated Terminals.

#### About AAT

AAT is operated as a multi user facility provider to the stevedoring industry in Australia and operates terminals in all major Australian ports except Fremantle. AAT is not a stevedore, but provides facilities and access to stevedores holding licences for AAT terminals. A copy of AAT's standard stevedoring contract is available by [contacting AAT](#). An overview of the stevedoring contract will be provided upon request.

AAT operates terminals with facilities for importing and exporting motor vehicles and general cargo at its various facilities. For operating information on specific terminals please select the location or locations of interest to you.

AAT offers fully approved Australian Customs systems and procedures for stevedores and their contracted shipping lines as well as up to date IT for efficient cargo loading, unloading and control. AAT is committed to and meets all requirements for the Federal Maritime Security Regulations.

AAT operates non discriminatory facilities for any approved and licenced stevedores having a requirement to use AAT's facilities. Our scheduled rates are available for download in the Tariffs section on this website.

To find out more on any of our facilities, terminals or operating requirements please [contact us](#) with your specific requirements. Confidentiality is assured.

#### Recommended Links

- [www.asciano.com.au](http://www.asciano.com.au)
- [www.qube.com](http://www.qube.com)
- [www.portofmelbourne.com](http://www.portofmelbourne.com)
- [www.portkembla.com.au](http://www.portkembla.com.au)
- [www.portbris.com.au](http://www.portbris.com.au)
- [www.flindersports.com.au](http://www.flindersports.com.au)

#### Other Links

- [www.cbssoftware.com.au](http://www.cbssoftware.com.au)

#### News

**15/11/2012**  
**Price Increase Outer Harbour and Webb Dock West**  
AAT announces price increases in Outer Harbour and Webb Dock West effective February 15, 2013.

**10/11/2012**  
**Migration Completed**  
Migration of the AAT website has been completed successfully.

**9/11/2012**  
**Website Outage**  
On 9 November 2012 at 4:00PM AEST there will be an outage of the AAT website. For further details please refer to

[More News](#)

[Cargo Assist - Shipping Line Only](#)

[Site Inductions](#)

[Subscribe to Email Alerts](#)

## Step 2. First time registration

All first time users of the system will be required to register with the AAT induction system. The registration process ensures AAT can accurately capture required details associated contractor inductions.

**Induction System**

**Register for Induction**

**Australian Amalgamated Terminals Induction System**

To begin your induction, please register below or sign in with your **Inductee ID** and **Password** if you have already registered on this site before.

**Don't have an account?**  
Click on the Register button to sign up for an account.

**Register**

**Sign In**

Inductee ID:

Password:

**Sign In**

**Forgot your details?**  
Please contact us for assistance.

**Australian Amalgamated Terminals**  
Phone: (02) 8346 2303  
Email: [deanne.naughton@aat.auz.biz](mailto:deanne.naughton@aat.auz.biz)

Powered by **ezyInductions.com.au**

Select employee from the group list and complete the relevant personal details. Once complete select the Submit button

**AAT**

**Category Selection**

**Select your group below**

Choose a group that best describes your role with us, and then click 'Next':

Contractor

**Next**

Powered by **ezyInductions.com.au**

Once registered, users will receive an Inductee ID and Password. Please note these details in a secure location for future reference and select continue.



#### Your Account Details

#### Your Account Details

Please remember or write down your new account details for future reference:

Inductee ID:	<b>10002</b>
Password:	██████████

[»](#) Continue

### Step 3 – Select the relevant Induction course

AAT has specific inductions for the various AAT locations. Contractors need to complete one induction for each site an induction is required.



#### Course Selection

GROUP: Contractor

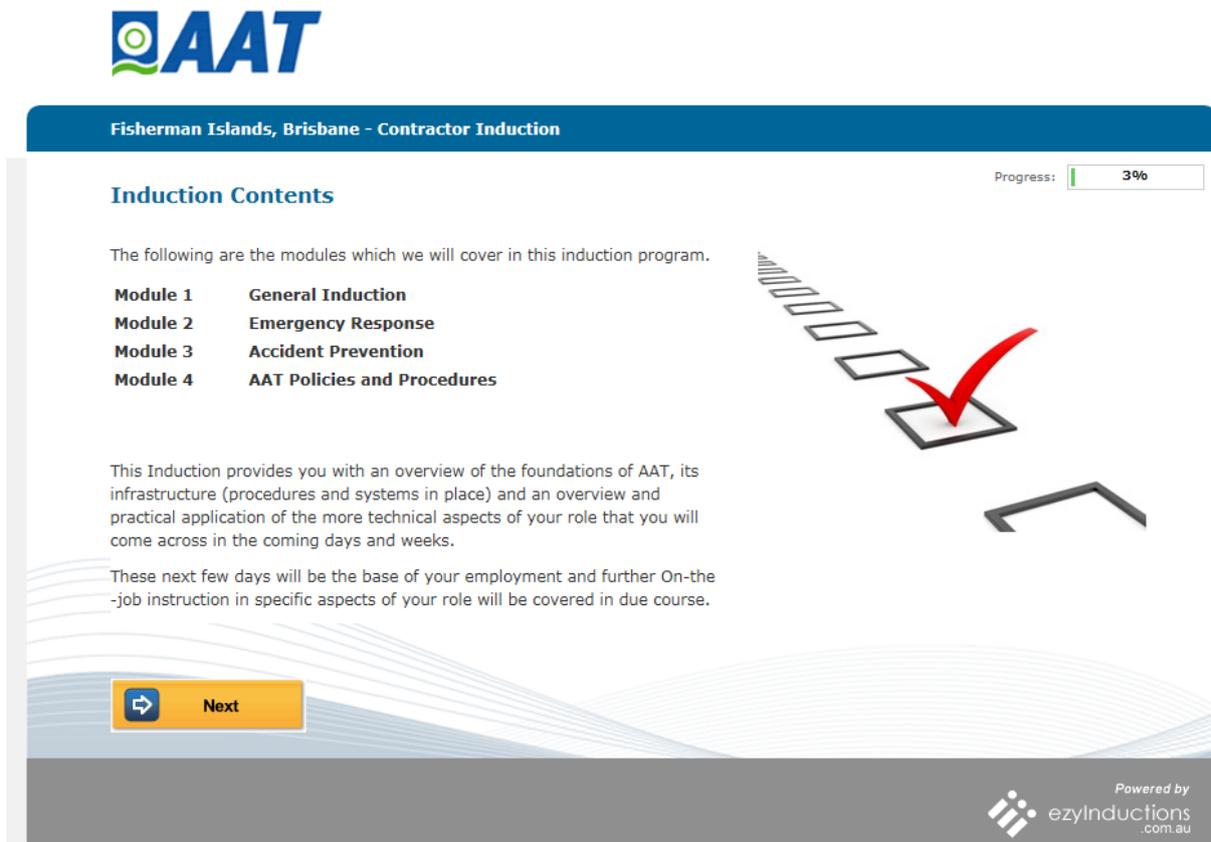
[Edit my details](#) [Edit my group](#)

Select a course below to start

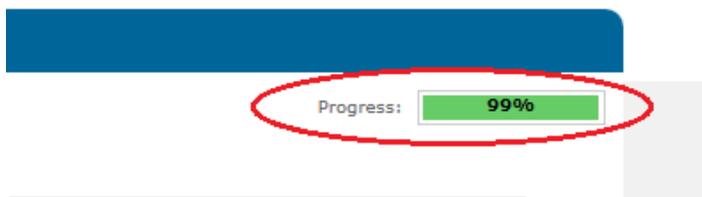
Course name	Documents	Valid until	
<b>Fisherman Islands, Brisbane - Contractor Induction</b> <i>Click 'start' to begin this course.</i>	--	--	<a href="#">» Start</a>
<b>Port Kembla , Wollongong - Contractor Induction</b> <i>Click 'start' to begin this course.</i>	--	--	<a href="#">» Start</a>

## Step 4. Induction Modules

Each induction provides an overview of that particular AAT facility and covers various topics that are assessed at the completion of each module. Progress through the online induction process is visible in the top right hand corner of the screen.



The screenshot displays the 'Fisherman Islands, Brisbane - Contractor Induction' interface. At the top left is the AAT logo. Below it, a blue header bar contains the text 'Fisherman Islands, Brisbane - Contractor Induction'. In the top right corner, a progress indicator shows 'Progress: 3%' with a green bar. The main content area is titled 'Induction Contents' and lists four modules: Module 1 (General Induction), Module 2 (Emergency Response), Module 3 (Accident Prevention), and Module 4 (AAT Policies and Procedures). Below the list, there is explanatory text about the induction's purpose and a 'Next' button. On the right side, a graphic shows a series of checkboxes, with the first one checked and marked with a red checkmark. The bottom right corner features the 'ezyInductions.com.au' logo and the text 'Powered by'.



This image is a close-up of the progress indicator from the previous screenshot. It shows a green bar that is almost full, with the text 'Progress: 99%' displayed next to it. The entire progress indicator is circled in red.

## Step 5. Completing the Assessment

At the completion of each module users will be required to successfully complete the assessment in order to finalise the induction process.

## Step 6. Final Steps

At the successful completion of the induction process users have the option to print the induction certificate and/or take another course. Details of the induction will be forwarded to AAT's internal systems.



### Induction Summary

#### Congratulations

You have successfully completed the induction.

Please write down your receipt number and follow the steps below to finalise your induction.

Your receipt number: #000004

#### STEP 1 Print Certificate

Please **Print your certificate** below by clicking on the 'Print Certificate' button below.



#### STEP 2 Finish

To **take another induction** click on the button below or **logout** to finish.

