Training Academy Bulletin

External Principal Contractor's to MTM – Read Only Access and user management to PlantGUARD

The purpose of this bulletin is to advise MTM employees and Third Parties that if you are a Principal Contractor (PC) to MTM and require access to PlantGUARD so you can receipt, verify or audit subcontractor plant on site for the purpose of safety and compliance you need to:

1. Nominate a person who will act as Administrator on behalf of your entity and contact PlantGUARD at help@plantguard.tech;

2. This person will have the ability to manage users in PlantGUARD;

3. Process: upon log-in the nominated PC Administrator will need to acknowledge a disclaimer to remind them of their obligations in issuing user access.

Note: Time limit access: for the life of the Contract.

Setup – PlantGUARD

1. PlantGUARD will set up a PC entity account, at the same time initiating a 'Read Only' access capability;

2. PC Admin will receive automated Login details to their account and will have the ability to manage their team's user access;

3. PlantGUARD will supply Admin with educational reference and support on how to access and manage users.

Related education articles that can be referenced by Users:

- **Principal Contractor (PC) to MTM. Set-up, user access and management:**

  http://help.plantguard.tech/metro-trains-melbourne-and-v-line/general/principal-contractor-pc-to-mtm-set-up-user-access-and-management

- **MTM Track Vehicle Safety Check:**

  http://help.plantguard.tech/metro-trains-melbourne-and-v-line/general/mtm-track-vehicle-safety-check

Please direct enquiries to:
competencies@metrotrains.com.au

Rail Safety Worker Competency Website
www.metrotrains.com.au/academy

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