

SITE ACCESS

HOW DO I GET ON TO SITE?

Simple steps to get through Security



How do I obtain my Site Access Card (ID Badge)?

To obtain your Site Access Card there are 4 basic steps to follow:

1. Go to www.petrochinacanada.com and click on the HSSE tab then [Site Access and Orientation](#).
2. Select the **Badge Authorization Form** link and fully complete the top section with your personal and supervisor details. It is recommended you also complete the voluntary medical information and, if you have a serious condition, inform the Clinic when you arrive on site.
3. All of the information above should be submitted to mrcpsecurity@petrochinacanada.com 7-10 days before your arrival at site.
4. When you arrive at site, report to the Security Office where your picture will be taken and you will be issued your **Site Access Card**. You must provide government issued photo ID to verify who you are.

How do I get a Vehicle Pass for my Rental?

To obtain a Vehicle Pass for your rental there are 4 basic steps to follow:

1. Go to www.petrochinacanada.com and click on the HSSE tab, then [Site Access and Orientation](#).
2. Select the **Vehicle Authorization Form** link and complete the top section with your visit/company/division details. Check the Rentals box; vehicle details must be reported to Security when you arrive at site. Contractor Rep details are not required to be submitted for PetroChina Canada employees. For the vehicle pass type, circle Visitor and complete your contact details. The Visitor Pass will allow you to park in office locations and the camps. There is no visitor vehicle access allowed in the central processing area.
3. Submit the form to mrcpsecurity@petrochinacanada.com 7-10 days prior to arrival at site.
4. On arrival at site, report to the Security Office with your rental agreement so that vehicle details can be obtained and the **Vehicle Pass** will then be issued. Your Vehicle Pass must be returned to Security when you leave site on the conclusion of your visit.

Do I need to complete a waiver?

Yes, you must complete a waiver to get on to site. You only need do this once as it will be held on file at Security.

- On the [Site Access and Orientation](#) page, click the Security Search Waiver and Consent Form, sign and submit to mrcpsecurity@petrochinacanada.com.

Contact our HSSE Department for additional information at mrcpsafety@petrochinacanada.com.