

Pegasus Workforce

Worker Competency List Reporting

Worker Competency Reports

Supplier Administrators can run a report that covers all their workers competencies in one page, regardless of the client that they might work for. This is a legacy report, but is accepted as competency information that can be used to help update worker competences, or help a worker understand their compliance needs.

Note that for most clients, they will not accept this report as evidence that competencies in one Client are accepted for another.

The exception is *Rio Tinto Iron Ore and D&T Projects Supplier Portals*. As they use the same competencies, this report can be used as evidence that the worker completed training or has a valid competency in one portal and can be used in another.

The screenshot shows the Onsite Contractor Basic web application interface. The header includes the logo for 'onsite track easy' and the text 'Angela Pegasus Supplier Company'. A navigation menu at the top contains links for 'home', 'person', 'company', 'report', 'setup', 'help', and 'system'. The main content area is titled 'Welcome to Onsite Contractor Basic' and includes a 'session details' sidebar on the left with information such as 'Session tag: 2793', 'app1', 'U: Damien Challen', and 'Mon 18 Aug 2025 01:19'. The main content area features a 'timezone: UTC' indicator, a 'Latest logout' link, and a 'What is Onsite Contractor Basic?' section. This section explains that the website is provided free and tracks compliance, training, and site access records. It also mentions a 'Full View Employee' feature and a 'purchase' button for unrestricted reporting. Below this, there is a 'Sites Listing Your Company' section with a list of sites including Ausgrid - ASP, Ausgrid - External Partners, Fitzroy Carborough Downs, Fitzroy Ironbark No.1, GlobalCo Australia - Brisbane, QLD, GlobalCo Australia - Perth, WA, GlobalCo Australia - Sydney, NSW, GlobalCo Brazil - LATAM, and GlobalCo Canada - Fort McMurray, AB.

Access to Onsite

Supplier Administrators use their existing portal login (for Avetta Connect or for Pegasus Workforce), to access Onsite Track Easy Portal.

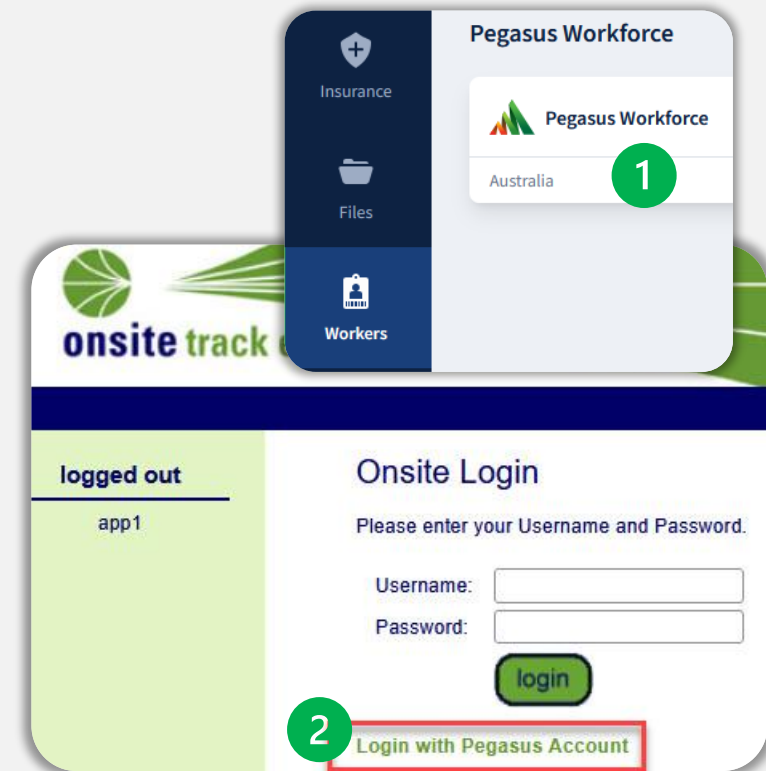
If you are an Avetta Connect user – login as normal.

1. Select Workers > Pegasus Workforce
2. Then launch <https://secure.onsitetrackeasy.com.au>
3. Select Login with Pegasus Account
4. Your supplier facing Onsite Contractor Page will load

If you are a not using Avetta Connect (working in D&T Projects only)

Launch <https://secure.onsitetrackeasy.com.au> and Login using your Pegasus Workforce Account.

Your supplier facing Onsite Contractor Page will load

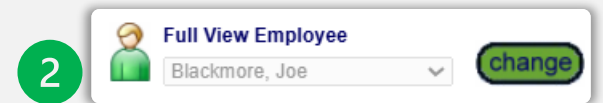


Run Worker Report

Reports are run after viewing the Worker Profile. Most accounts will be classed as Onsite Contractor Basic. Meaning you can only view one worker at a time. While limited, you can still gather the require worker report, you will just be required to select the worker first under the “Full View Employee” option.

To view a workers full profile:

- Select Person Employees
- Select worker required under Full View Employee
- Search for worker and select from the list



Run Worker Report

You can view multiple worker items.

- General – All worker details
- Competencies – one page for all clients
- Roles – one page for all clients
- Report – Page to generate report

On the Report Page, select as shown.

General Details

Combines Current and Non-Current Competencies

Site Access Keys (if applicable)

**DO NOT select training, as this is a legacy item and NOT related to Pegasus LMS courses*

Joe Blackmore (cardholder) 003 344 739

general competencies roles keys training messages report

Cardholder Report for Joe Blackmore

Include

-- All Realms/Sites --

General Details

Combined Current and Non-Current Competencies Filter: Show ALL Competency Types

Current Competencies

Non-Current Competencies

Site Access Keys

Training

Current Messages

Non-Current Messages

Login History between 18 Jul 2025 and 18 Aug 2025 enter date as "dd mmm yyyy" or click icon
Login history older than 90 days is archived.

Layout

Page Feed after each table when printing

report



Run Worker Report

You can choose to select from a certain Client (*realm*) if applicable to narrow down the report information to only relevant information.

Once items selected, select Report button

When new page loads, you have the option to print the report

Report will show all items selected and scrolling down

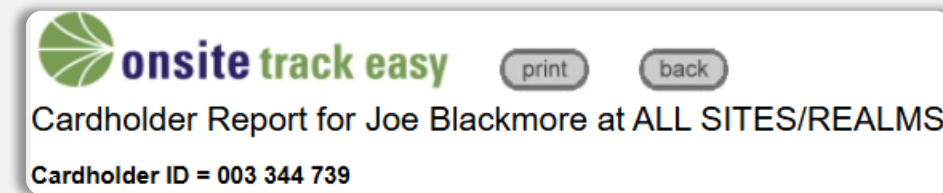
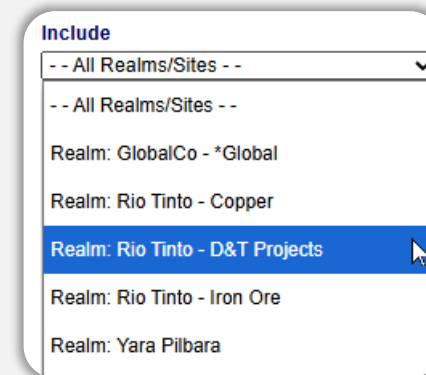
will show status of all competencies for the client(s) selected

This report can be accepted as evidence for the 2 x portals

Rio Tinto Iron Ore and D&T Projects Iron Ore, as shared evidence.

Using this report as your documentation upload evidence will reduce the need to obtain training certificates from workers to upload, as this shows the competencies they have in our Pegasus Workforce system.

More information on Onsite Track Easy Contractor web can be found [on this webpage course](#).



COMBINED CURRENT AND NON-CURRENT COMPETENCIES FOR JOE BLACKMORE AT ALL SITES/REALMS (Show ALL Competency Types)																
Competency Name	Comp Location	Address	Assign	PT	Ta	TT	TP	Te	As	AJ	Ap	Issue Date	Duration	Expiry Date	Exp	Current
Driver Certificate AQF R1VEH201 - Contractor Operate Light Vehicle	Rio Tinto - Copper	Rio Tinto - Copper	Complete									01 Jan 25		26 Jan 25		Expired
Driver Govt Licence/Authority AUS Drivers Licence	GlobalCo - *Global	GlobalCo - *Global	Complete									01 Jul 22		22 Aug 22		Expired
Driver Govt Licence/Authority AUS Drivers Licence	GlobalCo - *Global	GlobalCo - *Global	Complete											31 Dec 22		Expired
Driver Govt Licence/Authority AUS Drivers Licence	GlobalCo - *Global	GlobalCo - *Global	Complete											22 Jul 23		Expired
Driver Govt Licence/Authority AUS Drivers Licence	GlobalCo - *Global	GlobalCo - *Global	Complete											01 Jan 24		Expired
Driver Govt Licence/Authority Car (Class C)	GlobalCo - *Global	GlobalCo - *Global	Complete											01 Jan 24		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - Copper	Rio Tinto - Copper	Complete											07 Nov 23		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - Copper	Rio Tinto - Copper	Complete									13 Nov 23		30 Nov 23		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - Copper	Rio Tinto - Copper	Complete											31 Jul 25		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - D&T Projects	Rio Tinto - D&T Projects	Complete											30 Apr 25		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - D&T Projects	Rio Tinto - D&T Projects	Complete									05 Mar 25		18 Mar 27		Current
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete											11 May 24		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete											16 Oct 24		Expired
Driver Govt Licence/Authority Car (Class C)	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete											28 Feb 25		Expired
Driver Govt Licence/Authority Heavy Combination (Class HC)	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete											16 May 25		Expired
Driver Govt Licence/Authority International Drivers Licence	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete											28 Mar 25		Expired
Electrical Licence WA Electrician	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete											19 Mar 25		Expired

Run Worker Report

You can select the options you wish to output to the report. You can also select a specific site or Client

Once run you have the option to print.

We recommend printing to PDF if applicable.

Joe Blackmore (cardholder) 003 344 739

general competencies roles keys training messages **report**

Cardholder Report for Joe Blackmore

Include

Realm: Rio Tinto - Iron Ore

General Details

Combined Current and Non-Current Competencies Filter: Show ALL Competency Types

Current Competencies

Non-Current Competencies

Note you can print Access Keys, but you need to select All Realms and Sites for those to appear.

Include

Realm: Rio Tinto - Iron Ore

-- All Realms/Sites --

onsite track easy print back

Cardholder Report for Joe Blackmore at Rio Tinto - Iron Ore

Cardholder ID = 003 344 739

Including:
General Details
Current Competencies (Show ALL Competency Types)
 Printed on 11 Sep 25 at 03:16

GENERAL DETAILS FOR JOE BLACKMORE AT RIO TINTO - IRON ORE

Person Type:	Employee, Contractor, User
Companies:	Angela Pegasus Supplier Company ^^^
First Name:	Joe
Middle Name (or Initial):	
Last Name:	Blackmore
Card ID:	003 344 739
PIN:	0000
Phone 1:	+61420 202 020
Phone 2:	
Email 1:	webinartraining+101@pegasus.net.au
Email 2:	
Address:	426 King St
Town:	Newcastle
State:	NSW
Post Code:	2300
Country:	Australia
Date of Birth:	31 Dec 1976
Place of Birth:	
Drivers Lic. No.:	
Drivers Lic. State:	
Drivers Lic. Class:	
Drivers Lic. Expiry:	
Drivers Lic. Comp Id.:	0
External ID Description:	
External ID Number:	
Personal Contact:	Sally Smith (partner)
Personal Contact:	Joe Blackmore (partner)
Personal Contact:	Josie Blackmore (partner)



CURRENT COMPETENCIES FOR JOE BLACKMORE AT RIO TINTO - IRON ORE (Show ALL Competency Types)

Competency Name	Comp Location	Adder	Assign	PT	TR	TT	TF	TE	AS	AU	AP	Issue Date	Duration	Expiry Date	Exp	Current	Active
RTIO.Course.RTIO Electrical Hazard Awareness (2yrs validity); 32123758	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR							07 Aug 24	2 Years	07 Aug 26		Current	Active
RTIO.Course.RTIO Electrical Hazard Awareness (2yrs validity); 32123758	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								2 Years			Current	Pending
RTIO.Course.RTIO Essentials OR Refresher (2yrs validity); 30140188	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								2 Years			Current	Pending
RTIO.Course.RTIO Heat Stress Prevention Measures (2yrs validity); 30600951	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR											Current	Active
RTIO.Course.RTIO Heat Stress Prevention Measures (2yrs validity); 30600951	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								2 Years			Current	Pending
RTIO.Course.RTIO Privacy notice and consent for processing personal data	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								90 Years			Current	Pending
RTIO.Course.RTIO Privacy notice and consent for processing personal data	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR								90 Years			Current	Active
Site.Course.DSL Electrical Hazard Awareness; 298697	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								1 Years			Current	Pending
Site.Course.RTIO Arc Flash (2yrs validity); 124161	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								2 Years			Current	Pending
Site.Course.RTIO Cultural Awareness at Rio Tinto (50yrs validity); 30869181	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR							19 Apr 23		19 Apr 73		Current	Active
Site.Course.RTIO Electrical Workers Competency (EWC) (2yrs validity); 124160	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								2 Years			Current	Pending
Site.Course.RTIO Fixed Plant Essentials (50yrs validity); 31163196	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								50 Years			Current	Pending
Site.Course.RTIO IWP Essentials and Lockholder Theory (3yrs validity); 31216580	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR							20 Feb 25		20 Feb 28		Current	Active
Site.Course.RTIO Low Voltage Rescue Refresher (1yr validity); 125076	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Pending		TR								1 Years			Current	Pending
Site.Course.RTIO MEO Isolation Officer Theory; 32350817	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR							20 Feb 25	50 Years	20 Feb 75		Current	Active
Site.Course.RTIO NPI Isolation Officer Theory; 32350821	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete		TR							19 Feb 25	50 Years	19 Feb 75		Current	Active
Technical Assessment.Contract partner approved verification/assessment document	Rio Tinto - Iron Ore	Rio Tinto - Iron Ore	Complete									25 Feb 25				Current	Active

Support

- eLearning Course *(no login required)*:
 - [Pegasus Workforce Overview for Supplier Admins](#) – Guide for supplier administrators on all things Pegasus Workforce
- [Webinar covering Onsite Track Easy for Supplier Administrators](#) to learn more about their access and abilities.
- [Pegasus Workforce Supplier Support Page](#)
- Want to support your workers?
 - [Learning Management System for Learners](#) – details how workers can access the Pegasus LMS to complete enrolled courses, download certificates and view history.
 - [Rio Tinto PLMS Course guide](#) – cheat sheet for workers to complete training
 - [Workforce by Avetta Mobile App](#) – details the Worker focused support app

