

Applying to deliver General Construction Induction Training in the Northern Territory

Guide



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V2.1	11 June 2026	P Chan	Incorporating connected real-time delivery information.

Acronyms	Full form
GCIT	General construction induction training
RTO	Registered training organisations
ID	Identification
LLN	Language, Literacy, and Numeracy
SOA	Statement of Attainment
ASQA	Australian Skills Quality Authority

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This guide outlines the requirements that Registered Training Organisations (RTOs) must comply with to obtain and maintain approval to deliver general construction induction training (GCIT) in the Northern Territory.

Course participants who successfully complete GCIT can apply for a GCIT card, also known as a white card. Having a white card is a requirement before a person can carry out construction work.

Registered Training Organisation criteria

RTOs must meet the following criteria before delivering GCIT in the Northern Territory:

1. Have on scope the unit of competency CPCWHS1001 Prepare to work safely in the construction industry.
2. Be approved by NT WorkSafe to deliver general construction induction training in the Northern Territory.

Approved training delivery options

The following training delivery options for GCIT are approved in the Northern Territory:

- Face to face training (In-person training)
- Connected real-time delivery.

RTO's must indicate in their application the training delivery options available from their RTO.

What is connected real-time delivery

Connected real-time delivery is a delivery method that involves:

- live video streaming or conferencing using platforms such as Zoom, Skype or Teams
- involves real-time interaction between a learner and trainer
- active participation of learners and trainers
- verification of learner Evidence of Identity (EOI) that can be done one-on-one via video conference and
- direct observational or verbal assessment can be undertaken for all assessment components.

This format involves real-time interactions between the learner and trainer and must include one-on-one training and assessment interaction.

Training must not:

- ✗ be delivered entirely via an online learning management system through portals
- ✗ include a pre-training requirement
- ✗ include self-paced learning
- ✗ include pre-recorded trainer videos or teaching course content (Note: this does not include educational videos showing construction sites).

Requirements for delivering connected real-time white card training

RTO's seeking approval to deliver white card training by connected real-time must address the following:

Compliance with the Unit of Competency

RTO's must ensure the delivery method used comply with the requirements of the national unit of competency CPCCWHS1001.

Learner Welfare and Support

RTOs must ensure learners have access to a suitable learning environment, required resources, appropriate breaks, and support services. This includes identifying Language, Literacy, and Numeracy (LLN) requirements, special needs, and providing technical support for connected real-time delivery.

Learner Identity Verification

RTOs must establish processes for verifying learner identity, confirming evidence of identity documents, protecting learner privacy, and recording attendance and participation throughout the training.

Personal Protective Equipment (PPE)

Learners must have access to the required PPE, including eye, hearing and head protection, and high visibility clothing. Learners must physically demonstrate correct PPE fitting and use during training. Virtual or simulated demonstrations without the PPE being worn are not acceptable.

Supporting Learning Resources

Any learner resources, such as workbooks or course notes, must be provided in an accessible format. Digital resources must be electronically fillable and not require printing.

Maintaining approval to deliver GCIT in the Northern Territory

To maintain approval, RTOs are required to comply with the following conditions.

- Notify NT WorkSafe of any change in contact details, training delivery methods or regions serviced within 28 days of occurrence.
- Notify NT WorkSafe of any status changes with the Australian Skills Quality Authority (ASQA).
- Deliver all GCIT as a structured course for either face-to-face delivery or connected real-time delivery.
- Deliver face-to-face or connected real-time delivery training to Territorians in remote locations.
- Verify applicants' identity by way of photo ID and record the applicants' details and date of training.
- Participate in audits conducted by NT WorkSafe.
- Issue a Statement of Attainment (SOA)/Written Declaration from the trainer on behalf of your RTO that the applicant has successfully completed GCIT no later than 14 days after completion of training.

Statement of Attainment/Written Declaration requirements

Course participants who successfully complete the training must be issued a SOA or written declaration within 14 days of course completion.

To apply for a GCIT card, the applicant must supply either a SOA or Written Declaration issued in the preceding 60 days with the specific unit *CPCWHS1001 – Prepare to work safely in the construction industry*.

SOA requirements are dictated by the ASQA.

A written declaration needs to include:

- Name of trainer who provided the training.
- Name and registration number of the approved RTO.
- Course code CPCWHS1001 – Prepare to work safely in the construction industry.
- Name of the successful course participant.

Updating RTO details

If your RTO contact details published on the NT WorkSafe website change, you are required to notify NT WorkSafe using form [Application to update RTO contact details/status - General construction induction training](#).

Email the completed form to ntworksafe@nt.gov.au within 28 days of any changes.

If your RTO ceases to trade or deliver GCIT, you are also required to submit the form for your approval to be cancelled.

Lodging applications for new and replacement white cards

All white card applications are to be lodged at the Territory Business Centre (locations below).

Applications are to include a Statement of Attainment or Written Declaration that was issued in the preceding 60 days. An application fee is payable at time of lodgement. For the relevant fees, please see the NT WorkSafe [webpage licensing fees and charges](#).

Applying to deliver general construction induction training

RTO's that meet criteria 1 above must complete the application form [Application to deliver general construction induction training course](#), which is available on the NT WorkSafe website.

Please attach as a supporting document, either a printout from training.gov.au or a letter from ASQA showing your RTO has CPCWHS1001 on scope.

Lodge your completed application form, supporting documents and pay the prescribed fee at one of the following Territory Business Centres.

Reapproval required to deliver connected real-time delivery

RTOs that were previously approved to deliver GCIT training face-to-face before connected real-time delivery became an approved training method must reapply and obtain approval before they can deliver training through connected real-time delivery.

Territory Business Centre Locations

Darwin	Katherine	Tennant Creek	Alice Springs
Darwin Corporate Park Building 3, Ground Floor, 631 Stuart Hwy, Berrimah	Big Rivers Government Centre 1st Floor, 5 First Street	Barkly Business Hub 63 Haddock Street	The Green Well Building Ground Floor, 50 Bath Street
Ph: 1800 019 115			
Email: territorybusinesscentre@nt.gov.au			
Post: GPO Box 9800, Darwin NT 0801			