

# EMPLOYEE DISPATCH FORM –

## JOB SITE INFORMATION

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Dyna Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Phone Number: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

- **FIRST DAY REPORT TO DYNA FIELD OFFICE for Orientation**
- 6AM Start (6:00AM -4:30PM)
- Report to Dyna trailer at 6:00 am for orientation.
- PPE: Over the ankle Safety toed work boots required.
- Clayco Construction Orientation: 7:15 AM.
- Current DRUG CARD or Test, Social Security Card, Drivers License/ State Issued ID Card, Electrical License REQUIRED

