

## List of required documents for contractors when reporting to the site of BASF Antwerpen (gate 6)

Document name	When required	Where to present	More information
Identity card or passport	Always	When reporting to reception at gate 6	
Residence permit	If applicable (residence within EU, nationality outside EU)	When reporting to reception at gate 6	
Name and telephone number of contact person at BASF	Always	When reporting to reception at gate 6	
Pre-announcement number	Always	When reporting to reception at gate 6	<a href="https://passage-europe.basf.com">https://passage-europe.basf.com</a>
Safety passport	For work that requires VCA <sup>1</sup> certification	When reporting to reception at gate 6	<ul style="list-style-type: none"> <li>The safety passport includes an attached, recognisable photograph.</li> <li>The personal information and employer information have been filled in completely.</li> <li>The certificate numbers, instructions and required medical clearances have been included with the information for the VCA/SCC/SGU training programs.</li> </ul>
Personal safety certificate	For work requires VCA certification	When reporting to reception at gate 6	
National Register or Dimona <sup>2</sup> number	For employees of Belgian employers	If preregistration was done online via <a href="#">Pass@ge</a>	
Limosa <sup>3</sup> notification	For employees of non-Belgian employers	If preregistration was done online via <a href="#">Pass@ge</a>	<ul style="list-style-type: none"> <li>The Limosa-1 document (proof of receipt of registration) can be presented for each employee.</li> <li>Meer info: <a href="http://www.limosa.be/">http://www.limosa.be/</a></li> </ul>
Order number	Always	If preregistration was done online via <a href="#">Pass@ge</a>	Listed at the top right of the order



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<sup>1</sup> Safety, Health and Environment Checklist Contractors (SCC)

<sup>2</sup> Déclaration **IM**médiate/**ON**middellijke **A**angifte [Immediate Notification], an electronic system for notifying the National Office of Social Security when an employee is hired by or leaves an employer.

<sup>3</sup> Landenoverschrijdend Informatiesysteem **M**igratie**o**nderzoek **S**ociaal en **A**ministratie [International Migration Information System]