

The following steps explain how to register on the enAble™ system in detail:

1. Go to the enAble™ website:

<https://enable.nbnco.com.au/>

2. Click on the 'Register' button in the top right-hand corner.



3. Enter your first name as per your photo identification i.e. Australian driver's licence, Australian Proof of Age card or valid passport.
4. Enter your last name as per your photo identification i.e. Australian driver's licence, Australian Proof of Age card or valid passport.
5. Enter your preferred name – this can be a nickname or an alternative name that is used on supporting documentation.
6. Click in the 'Date of Birth' field and use the calendar selection to select your birth date.

enAble™ registration

Getting started

Welcome to the registration form to become a recognised worker on the nbn™ access network.

To complete your application, you will need:

- nbn™ access network occupation details
- Copy of a proof of identification
- Copy of a passport photo

Eligibility requirements:
The enAble™ registration is applicable to all workers involved in nbn™ access network construction, activation, operation or maintenance activities.

If you are experiencing difficulties, please refer to the [Quick Reference Guide](#) or call the nbn™ support team.

Personal details

* First name
First name

Enter your legal name as per your legal identification

* Last name
Last name

Unit/Apartment/Shop number
Unit/Apartment/Shop number

* Street address
Street address

Postal address

* Email address
Email address

* Confirm email address
Confirm email address

* Mobile number
Mobile number

Date of birth
Date of birth is needed

7. Start typing your address in the 'Street Address' field. If you see your address populate in the list, click on it to select it and populate the rest of the address field. If the address is not showing up in the address search, please use the address of friend or a family member that can be verified. Once your registration has been verified you can contact the Accreditation Support team and request that your address be changed if necessary.

Note: This field is powered by Google and will search for your address from those verified on Google Maps. Addresses can only be from within Australia. If you have a further defined street address than just street number, enter the applicable detail into the 'Unit/Apartment/Shop number' field.

The screenshot shows a registration form with several fields. The 'Unit/Apartment/Shop number' field contains 'Unit/Apartment/Shop'. The 'Street address' field is highlighted with a red box and contains 'Postal address'. Below it, a search results dropdown is also highlighted with a red box, showing a list of addresses starting with '50 George St'. The first result is '50 George Street, Redfern, New South Wales'. Other results include '50 George Street, Parramatta, New South Wales', '50 George Street Daves Point, New South Wales', '50 George Street, Fitzroy, Victoria', and '50 George Street, Liverpool, New South Wales'. The dropdown is powered by Google.

8. Enter your 'Mobile Number' with no spaces or dashes.
9. Enter your 'Preferred e-mail address' that you would like the enAble™ site to email communications to. We recommend using a personal email address as opposed to a professional one.

The screenshot shows two input fields from the registration form. The first field is labeled '* Mobile number' and contains the text 'Mobile number'. The second field is labeled '* Preferred e-mail address' and contains the text 'Preferred e-mail address'. Both fields are highlighted with red boxes.

10. Click in the 'Primary Delivery Partner' field and select from the dropdown list your primary employer. This field is mandatory. Select your secondary Delivery Partner if relevant (this field is optional).

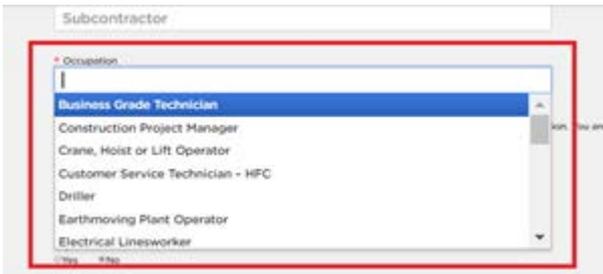
The screenshot shows a web browser window displaying a registration form. The browser's address bar shows 'enable.nbnc.com.au/SelfRegisterEmployee.aspx'. The form has a dark blue header with the text 'Welcome to the registration form to become a recognised worker on the nba™ access network.' Below the header, there is a dropdown menu for 'Primary Delivery Partner' which is open, showing a list of companies including Accelerate Communications, Adnard, Apex, Ashworth Australia Pty Ltd, Astelec Pty Ltd, Blue Star Atlantic Pty Ltd, Broadspectrum, BSA, Cisco, Comstar, Coriant, Crucom, CYIENT, Daly International, Datateks, Datatel Communications Pty Ltd, Decon, and Digital IQ. The dropdown is highlighted with a red box. To the right of the dropdown, there are several input fields: 'Preferred name', 'Date of birth' (with a red error message 'Date of birth is needed'), and 'Confirm email address'. Below these fields, there are two more fields: 'Primary Delivery Partner' and 'Secondary Delivery Partner', both highlighted with red boxes.



Secondary Delivery Partners only have view access to your enAble™ profile and registration, including any files you have uploaded, but will be unable to edit/maintain details.

Optional - Click in the 'Subcontractor field' and Enter the name of the direct employer (the company that receives worker from your Primary and/or Secondary Delivery Partner).

11. Click in the 'Occupation' field and either select from the relevant occupation from the dropdown list or start typing into the field to filter the list and click on the applicable occupation when it presents.



Note: Select every occupation which you will be performing on the **nbn**™ access network. You may add more than one occupation if you will be working in multiple roles on the **nbn**™ access network. To do this, click in the field again after selecting your first occupation, and either select from the dropdown or start typing the second occupation then select it when it presents.

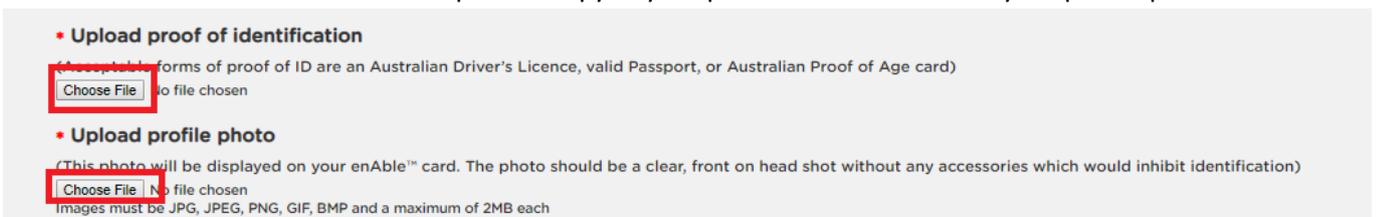
12. Optional - Click in the 'Skill(s) performed' field and select from the dropdown list the **nbn**™ technical skill/s you will be performing on the **nbn**™ access network or start typing the skill into the field to filter the list and click on the applicable task. Repeat this step until all skills appropriate to the work you will be performing are selected. You will be required to become **nbn**™ accredited for these skills.

13. Optional – Answer the questions below 'Do you perform any of the following activities?' Click the button for 'Yes' or 'No', depending on your answer to each activity. These are HSE accreditations and you will be required to upload supporting documentation.

-
14. Create and enter a 'Username' that you will use to login to your personal enAble™ account.
 15. Create and enter a 'Password' for your personal enAble™ login.
 16. Re-enter your chosen password in the 'Confirm password' field.



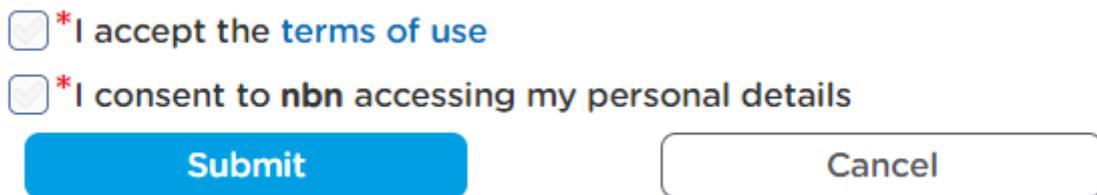
17. Click on the 'Choose File' buttons to upload a copy of your photo identification and your profile photo.



18. Click 'Open' to upload the file to the registration.

Note: Acceptable forms of ID are an Australian driver's licence, valid passport, or Australian Proof of Age card.

Note: The photo must be a clear, front on head shot without any head coverings (e.g. hat or sunglasses) except for religious dress.



19. Click on the 'terms of use' hyperlink and read the full terms of use of the enAble™ site. If you agree with these, click the tick box alongside the statement 'I accept the terms of use'.
20. Click the box alongside the statement 'I consent to nbn accessing my personal details', if you agree to this.
21. Click the 'Submit' button.

Note: If you have not completed all the required fields accurately, the page will update with errors that are required to be fixed before the registration can be processed. These errors will be detailed in red below the fields to which they apply. Scroll back up the page and amend the fields as per the errors, then click the 'Submit' button again to complete the registration.
