

**List of required documents for contractors when reporting to the site of BASF Antwerpen:**

Each contracting firm must be pre-registered at <https://passage-europe.basf.com>. After registration, the company-level SCC (VCA) certificate must be uploaded in Pass@ge for each main and subcontractor performing SCC-required work.

Every contractor employee must also be registered in advance on <https://passage-europe.basf.com>.

Every employee must be able to present the following information when registering at the reception desk:

- Printed preannouncement or preannouncement number
- Name and telephone number of contact person (commissioning party) on the BASF site
- Personal safety certificate for SCC (VCA) mandatory work (to be uploaded in advance in Pass@ge)

In addition, the following documents are required when registering at the reception desk:

	<b>EEA Employee</b>	<b>NOT EEA Employee</b>
<b>BELGIAN EMPLOYER</b>	<ul style="list-style-type: none"> <li>• Identity card of passport*</li> </ul>	<ul style="list-style-type: none"> <li>• Visa or passport + Belgian Work permit OR Belgian Electronic Foreigner Card, provided that it states he/she is allowed to work OR Belgian Professional Card (self-employed persons)</li> </ul>
<b>FOREIGN EMPLOYER</b>	<ul style="list-style-type: none"> <li>• Identity card of passport*</li> <li>• LIMOSA**</li> <li>• A1 certificate</li> </ul>	<ul style="list-style-type: none"> <li>• LIMOSA**</li> <li>• <u>Foreign employer from EEA</u>:               <ul style="list-style-type: none"> <li>• EU residence permit (stating that he/she is allowed to work) + A1 certificate. ! Both the residence permit, and the A1 certificate must be issued by the EEA country where the employer is located.</li> </ul> </li> <li>OR <u>Employer from 3rd country</u>:               <ul style="list-style-type: none"> <li>• VISUM or passport + Belgian Labour Card OR</li> <li>• Belgian Electronic Foreigner Card, provided that it states he/ she is allowed to work OR</li> <li>• Belgian Professional Card (self-employed persons)</li> </ul> </li> </ul>

EEA = EU27 (incl. BE) / Iceland / Norway / Liechtenstein + Switzerland

\* Driver's license does not count as proof of identification

\*\* Limosa notification by employer (= proof of declaration) , more info at [www.limosa.be](http://www.limosa.be) (to be loaded in advance in Pass@ge)