

NON-ACCREDITED

HEALTH & SAFETY COMMITTEE TRAINING

COURSE OBJECTIVE

This course aims to allow for newly elected and current committee members to identify and implement the legislative functions of the health and safety committee. It provides skills and knowledge to enable Health and Safety Committee members to participate effectively in committee duties and participate in continual improvement of safety performance in their organisation.

COURSE CONTENT

- Current WHS legislation and supporting documentation
- Consultation and worker representation activities in the workplace
- Roles and responsibilities of Committee members
- Communication skills
- Running effective committee meetings
- Participation in continual safety improvements

COURSE OUTCOME

On completion of this course, participants will have an understanding of:

- The legal and administrative functions of HSC
- Roles and responsibilities of committee members
- Methods of improving the effectiveness of committees
- How HSC can participate in the systematic management of safety in the workplace
- Upon successful completion of the course, each participant will receive a Certificate of Attendance

PARTICIPANTS MUST

- **Photo identification is mandatory requirement** (Australian Drivers Licence, Passport or Proof of Age card). ID must contain photo, signature and date of birth

COURSE DETAILS

Duration: 1 day (6 hours)

Time: 9.00am – 4.00pm

Location: 2a Hedley Street, Mt Gambier SA

PRE-REQUISITES

- Ability to use and understand basic English

SUITABLE FOR

- Newly elected HSC members
- Current HSC members
- Managers and Supervisors involved in health and safety activities

DELIVERY

- This course is delivered face to face
- Written and verbal activities

COST

\$195 per participant

Includes training materials and delivery

COURSE OUTCOME

- Certificate of Attendance



(08) 8724 8577

www.gramacsolutions.com.au

GRAMAC TRAINING SOLUTIONS (RTO#70249)

1a Hedley Street, Mount Gambier SA 5290

Email: info@gramac.com.au