

Mon 7 – Fri 11  
**MAY 2018**

# Safety and Health Representative

## 5 day course

Safety and Health Representatives are important because it makes sense for employers and employees to talk to each other about safety at work. The experience and knowledge of employees can make a significant contribution to identifying and controlling hazards and risks, and developing preventative measures to address health and safety issues that arise at the workplace.

A Safety and Health Representative is the key to communication by making it easier to exchange ideas and concerns about safety between employers and employees. Safety and health representatives raise and discuss safety issues and concerns with employers and/or managers, so they can work together and arrive at solutions to make the workplace safe.

On completion of this course, you should be able to: -

- Apply knowledge of legislation in the role of a Safety and Health Representative;
- Identify and locate information from a variety of sources;
- Identify and evaluate hazards in the workplace and recommend control methods;
- Conduct an effective inspection of their workplace;
- Conduct an effective investigation into workplace illness/injuries and accidents;
- Communicate on Safety and Health matters and represent employees;
- Describe the functions, make up and roles of Safety and Health Committee;
- Resolve conflict and issue Provisional Improvement Notices (PINs) when appropriate.

**Upon successful completion of this course you will be issued with a Certificate of Attendance.**



**Course dates:** Mon 7 - Fri 11 May 2018  
**Course duration:** 8.30am - 4.30pm  
**Course venue:** Industrial Foundation for Accident Prevention (IFAP), 128 Farrington Rd, NORTH LAKE  
**Cost includes:** A light lunch, morning and afternoon teas.  
*Please advise, prior to course date, if you have any special dietary requirements.*

	Course Fee	Total
Eligible for CTF subsidy	\$1300.00 - \$1040.00 <sup>^</sup>	<b>\$ 260.00*</b>
Not Eligible for CTF subsidy	\$1300.00 <sup>^</sup>	<b>\$ 260.00*</b>

If you require further assistance, please call the South West office on **9726 0939** or email [southwest@mbawa.com](mailto:southwest@mbawa.com)



*The Construction Training Fund provides funding support for training of eligible workers in the construction industry. We acknowledge the support of the Construction Training Fund in reducing costs of training for eligible workers.*

\*Prices subject to change. <sup>^</sup>Construction Training Fund (CTF) subsidy available for eligible course participants. The course component only is GST free. The course includes meal and refreshments at \$25 per day, plus GST.



## SAFETY & HEALTH REPRESENTATIVE

Mon 7 – Fri 11 May 2018

8.30am – 4.30pm (5 day course)

**Please Note:** This course is subsidised by the Construction Training Fund (CTF) for eligible participants. Master Builders requires participant's details to be provided as indicated below, otherwise the full fee may apply.

Course date:	<b>Monday 7 to Friday 11 May 2018</b>
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### PARTICIPANT DETAILS

Surname:	First Name:
Date of birth:	Gender: (please circle): Male / Female
Email:	Mobile:
Home address:	
Suburb:	Postcode:
Job/Trade title:	
Job description (brief detail):	
Is English your first language? (please circle) Yes / No	If NO, what language do you speak?

### EMPLOYER/COMPANY DETAILS:

Master Builders member name:		
Employer/Company name:	Builders Reg.number:	
Address:		
Suburb:	Postcode:	
Contact Name:	Email:	
Phone:	Fax:	Mobile:
Please <u>tick</u> the industry sector in which you work	Commercial <input type="checkbox"/> Housing <input type="checkbox"/> Engineering <input type="checkbox"/>	

### PAYMENT DETAILS

Payment must be received prior to the course date to secure your place & receive your confirmation

**EMAIL:** southwest@mbawa.com

**POST:** Master Builders Association, P.O. Box 253, Bunbury WA 6230

#### Course Costs

Eligible for CTF subsidy

\$ 260.00 per person

Not eligible for CTF subsidy

\$1300.00 per person

Please note that course costs are subject to change. The course component is GST free.

The course includes meal and refreshments, plus GST.

Method of Payment	Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> EFT <input type="checkbox"/>	Amount: \$
Credit Card Details: (please tick)	Bankcard <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>	
Card number: _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _	Expiry Date: _ _ / _ _	
Cardholders Name:	Signature:	
<b>Cancellation Notice</b>	<i>A refund will not be provided for no shows on the day of the course or cancellations less than 5 working days prior to the course date. You may, however, substitute another person up to 48 hours prior to the course.</i>	

If you require further assistance please call the South West office on 08 9726 0939

or email [southwest@mbawa.com](mailto:southwest@mbawa.com)

To view our Terms & Conditions please visit [www.mbawa.com](http://www.mbawa.com)