

# HEALTH AND SAFETY REPRESENTATIVE (HSR) 5 DAY INITIAL TRAINING

## Course Overview

The course will provide elected Health and Safety Representatives (HSR) with information and skills required for HSRs under the NSW WHS legislation including:

- an understanding of the requirements of the 2011 NSW Work Health and Safety ACT and the recently amended 2017 Regulation;
- an understanding of how it applies to their role as elected Health and Safety Representatives (HSR); and
- the knowledge and skills necessary to use their new powers under the new WHS legislation in issuing Provisional Improvement Notices (PINs) and directing unsafe work to cease.

This course is intended to assist HSRs understand how the WHS legislation will influence health and safety outcomes in their workplace. The course aims to familiarise participants with the information necessary to apply the principles of workplace consultation as an integral part of an effective Safety Management System (SMS).



## COURSE IN DETAIL

### Prerequisites

Persons eligible for the SafeWork NSW HSR Training are to be a current elected Health and Safety Representative or deputy HSRs under the WHS Act.

## Course Aim

The aims of this course are to provide HSRs and deputy HSRs, elected under the new WHS legislation, with information and skills relating to:

- The WHS legislative framework and key terminology;
- Duties of various stakeholders that can influence work health and safety;
- Enforcement measures available for breaches of WHS legislation;
- The roles of regulator (SafeWork NSW) and WHS entry permit holders under the WHS Act;
- Requirements for consultation, representation and participation on work health and safety issues in the workplace;
- The role of Health and Safety Representatives (HSRs), Health and Safety Committee (HSCs) and other authorised representatives; and
- HSR's powers including the issuing of PINs and directing the ceasing of unsafe work.

## Certification

On successful completion of the course, participants will receive a SafeWork NSW (previously WorkCover) Approved Certificate or on partial completion they will receive a SafeWork NSW Approved Certificate.



## LEARNING OUTCOMES

### Day 1: Work Health and Safety Framework

- Health and Safety in the workplace and evolution of WHS legislation
- WHS framework and key terminology;
- Duty holders and their duties;
- Introduction to the role and function of HSRs and WHS entry permit holders; v Role and function of
- SafeWork NSW roles and assistance and penalties under the WHS Act.

## **Day 2: Consultation, Representation and Participation**

- Consultation requirements and arrangements in the workplace;
- Roles and responsibilities of HSRs and Health and Safety Committees;
- HSRs entitlements, rights and protections; and
- Exemptions from obligations and the review process

## **Day 3: Issue Resolution, Support for HSRs and Managing Risks**

- Effective consultation and communications;
- Investigating complaints, negotiations, conflict resolution and problem solving;
- Key requirements of managing risks; monitoring and review of risk controls

## **Day 4: Inspections, Notifiable Incidents and Incident Investigation**

- Workplace inspection and recording findings - practical;
- Notifiable incidents; and
- Incident investigations

## **Day 5: Provisional Improvement Notices and directing unsafe work to cease**

- Role and requirements for HSRs to issue PINs and process for issuing a PIN;
- Directing unsafe work to cease; and
- Alternatives to issuing of PINs and directing unsafe work to cease.

## **Health and Safety Representative (HSR) 1 Day Refresher.**

As a Health & Safety Representative you will need to maintain your compliance with the one day refresher in line with legislation.

## **INTERESTED IN THIS COURSE?**

Please email your enquiry to [training@pegasus.net.au](mailto:training@pegasus.net.au) with the subject line **Health and Safety Representative (HSR) 5 Day Initial Training**

Or contact us on **1300 441 433**