

Enquiry Package

Health and Safety Representatives Refresher Training

Thank you for considering Trainwest. At the heart of Trainwest, success is the quality of training that is provided. The Trainwest team are highly skilled in their relevant areas and provides an engaging and enjoyable environment to promote a positive learning experience.

At Trainwest we place significant importance on organisations having quality safety personnel. We have been providing work health and safety training (WHS) solutions to businesses, corporate representatives and individuals in Perth and Western Australia since 2008.

Our Trainwest Safety Institute mission statement is:

**To *motivate* safety leaders to *engage* with
workplace health and safety because they want
to and *inspire* them to do safety differently.**

Health and Safety Representatives Refresher Training



OVERVIEW

This Work Health and Safety Commission-approved course aims to give health and safety representatives (HSRs) a refresher on the skills required of an HSR, so they can represent their work group and exercise their powers and functions under the *Work Health and Safety Act 2020 (WHS Act)*.



ENTRY REQUIREMENTS

Students must be an HSR for a work group and have completed the initial five-day Health and Safety Representative training.



DELIVERY STRUCTURE

This course is delivered face-to-face and 'in-person' over one day with a minimum duration of seven hours.

Topic	Duration
WHS legislative framework and its relationship to the HSR	1 day
Key parties and legislative obligations and duties	
Representation in the workplace	
Consultation and resolution	
Monitoring the PCBU's risk management process	
Issuing a Provisional Improvement Notice (PIN) and directing the cessation of work	
Changes and developments relating to WHS legislation	

PUBLIC TRAINING COURSE

Please refer to the calendar on this flyer for the course dates.



IN-HOUSE TRAINING

This course can be delivered onsite at your location. Please contact Trainwest for more information on 1300 938 411 or email admin@trainwest.com.au.



ASSESSMENT REQUIREMENTS

There are no assessment requirements for this course, as the training intends to develop an HSR's skills. However, attendees' performance will be assessed on the knowledge and skills to perform their roles and functions under the legislation.

Candidates will participate in various tasks during the course including written tasks, case studies, demonstrations and scenarios.



REQUIRED RESOURCES

Trainwest provides the following resources:

- Full set of learning materials
- Customised PowerPoint presentations
- Detailed lesson plans.

Students are required to bring a laptop with access to the Internet via Wi-Fi to access the legislation online for this course.



CERTIFICATION

There is no nationally recognised award issued for this course. A Certificate of Attendance will be issued upon completion.



INVESTMENT

MODULE NAME	DESCRIPTION	COST (ex. GST)
HSR Refresher – Face to Face	1 Day	\$300

PAYMENT INFORMATION

Payments are accepted via direct debit or credit card.

Please refer to our [Trainwest Student Handbook](#) for more information on our policies and procedures, including our [Fees and Refunds Policy](#).



COURSE CALENDAR

2024 Course Dates	
	
Thursday 24 th October 2024	Belmont
Friday 13 th December 2024	Belmont

**Dates and locations are subject to change.*



LOCATION

All training is delivered at our Trainwest Training Centre:

[154 Epsom Avenue Belmont WA 6104](#)