

## ENQUIRY PACKAGE

# Health and Safety Representatives Refresher Training

Thank you for considering Trainwest. At the heart of Trainwest's 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 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 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 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](mailto: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 will provide a full set of learning resources. You will require a device such as a laptop 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:**

Payments are accepted via direct debit or credit card

Please refer to the Student Information Handbook for more information on Trainwest policies and procedures including fees, charges and refund policy.

**Health and Safety Representatives Refresher Training Calendar**

2024 Course Dates	
 Course Dates	 Location
Friday 16 <sup>th</sup> August 2024	Belmont
Friday 25 <sup>th</sup> October 2024	Belmont

Course dates and locations are subject to change.

**LOCATION:**

Trainwest Training Centre [154 Epsom Avenue Belmont WA 6104](#)

## Health and Safety Representatives Refresher Training Calendar

2025 Course Dates	
 Course Dates	 Location
Friday 31 <sup>st</sup> January	Quest Perth Ascot
Friday 28 <sup>th</sup> March	Trainwest Training Centre – Perth Airport
Friday 23 <sup>rd</sup> May	Trainwest Training Centre – Perth Airport
Thursday 24 <sup>th</sup> July	Trainwest Training Centre – Perth Airport
Monday 22 <sup>nd</sup> September	Trainwest Training Centre – Perth Airport
Thursday 27 <sup>th</sup> November	Trainwest Training Centre – Perth Airport

Course dates and locations are subject to change.

### LOCATION:

Trainwest Training Centre

[Foodbank WA, Level 1, 23 Abbott Road, Perth Airport WA 6105](#)