

INITIAL 5-DAY – METROPOLITAN

April 4, 5, 6, 14, 15	Initial	Carlton
May 2 – 6	Initial	Carlton
May 9 - 13	DEECD	Carlton
June 6 – 10	Initial	Carlton
June 15, 16, 17, 23, 24	Health Services	Carlton
July 4 – 8	Initial	Carlton
July 25 – 29	Initial	Werribee
August 8 – 12	Initial	Carlton
August 29 – September 2	Initial	Carlton
September 5 – 9	Initial	Ringwood
September 5 – 9	DEECD	Carlton
September 12 – 16	Initial	Frankston
September 26 – 30	Initial	Carlton

Hours – 9 – 5 Course fee - \$700.00

INITIAL 5-DAY – COUNTRY

April 11 – 15	Initial	Geelong
May 2 – 6	Initial	Ballarat
May 16 - 20	Initial	Bendigo
May 23 – 27	Initial	Morwell
July 18 – 22	Initial	Ballarat
September 12 - 16	Initial	Geelong
September 19 – 22	Initial	Bendigo

Hours – 9 – 5 Course fee - \$720.00

COMCARE

May 9 – 13	Carlton
August 29 – September 2	Carlton

Hours – 9 – 5 Course fee - \$700.00

2-DAY METROPOLITAN

April 11, 12	General	Carlton
June 30, July 1	General	Carlton
August 22, 23	General	Carlton

The 2-Day course is an overview designed for managers, supervisors and committee members - it is not a replacement for the 5-Day Initial training

Hours – 9 – 4.30 Course fee - \$350.00

1-DAY GENERAL UPDATE REFRESHER

April 18	General update	Frankston
April 18	General update	Bendigo
April 19	General update	Carlton
May 16	General update	Carlton
May 23	Psychosocial	Carlton
June 14	General update	Ballarat
June 21	General update	Carlton
June 28	General update	Werribee
August 15	General update	Ringwood
August 16	General update	Carlton
August 18	General update	Geelong
August 19	General update	Morwell
September 19	Psychosocial	Carlton
September 22	General update	Carlton

Hours – 9 – 5 Course fee - \$240.00

HSRs must give the employer 14 days' notice of their intention to attend a Refresher training course.

APPLICATION FORM OCCUPATIONAL HEALTH & SAFETY TRAINING COURSE

COURSE DATE -
COURSE TYPE AND VENUE -

SURNAME:

_____ (please use block letters)

FAMILIAR NAME:

_____ (please use block letters)

HOME ADDRESS:

_____ POSTCODE _____

HOME TELEPHONE:

EMPLOYER:

(Place of Work) _____

WORK TELEPHONE:

EMAIL: _____

UNION: (if applicable) _____

1. Please invoice
2. Enclosed is cheque for \$ _____ or
3. Please charge the amount of \$ _____ to _____

Visa MasterCard Amex

□	□	□	□	□	□	□	□
□	□	□	□	□	□	□	□

Expiry date / Signature _____

Print name _____

Please make cheques payable to VTHC OHS Unit



HEALTH and SAFETY TRAINING PROGRAM

April – September 2011

OCCUPATIONAL HEALTH and SAFETY TRAINING CENTRE

Box 93, Trades Hall
54 Victoria Street, Carlton South 3053
Telephone: 9659 3511 - 9663 5460
Facsimile: 9639 0408
ABN: 33 009 214 425

Email: ohstrain@vthc.org.au
Website: www.ohsrep.org.au

5-DAY INITIAL COURSE OBJECTIVES

WorkSafe Victoria approved

This course provides health and safety representatives with an understanding of the objectives of the OHS Act 2004 and their role under the Act –

- Knowledge of their powers under the OHS legislation and how to exercise these powers
- Skills in representing members of their designated work group including consulting, issue resolution and negotiating with their employer
- Knowledge of where and how to obtain assistance in dealing with hazards and dangerous situations; and
- An understanding of the role of OHS in the workplace in the prevention of incidents, injury and illness.

Health and Safety Representatives/ Deputies have the right to attend the 5-day Initial course of their choice during their normal working hours under Section 67 (1) (a) and (b) of the Victorian Occupational Health and Safety Act 2004

ON-SITE TRAINING

Many prefer to have courses delivered in their workplace. This can be a less expensive and more convenient option for you, as well as allowing issues of interest to your organisation to be covered comprehensively.

On-site training can include –

- Initial training
- Refresher training
- 2-Day course for Managers, Supervisors, OHS Coordinators, Committee members

HOW TO ENROL IN A COURSE

Fill out the application form on the reverse side nominating the course of your choice. Please contact the Centre if you need additional copies of these forms. Alternatively download a form via our Website – www.ohsrep.org.au

The VTHC OHS Training Centre is committed to provide health and safety training to a diverse range of people. We take into account different learning needs and can arrange to meet specific requests if notified prior to course. We also need to know if access is required for limited mobility. Please advise on enrolment.

FOR MORE INFORMATION

If you would like more information about our courses or would like to discuss organising on-site training for your organisation, contact us by telephone 9659 3511 or 9663 5460 or email ohstrain@vthc.org.au

1-DAY GENERAL UPDATE REFRESHER

The VWA Refresher training is approved under Section 67(1)(b) of the *Occupational Health and Safety Act 2004* and allows a 1-Day training course for the elected OHS Representative and Deputy.

WHAT'S COVERED

- Session 1 – covers legislative update on the Victorian OHS 2004 Act and the OHS Regulations 2007, WorkSafe compliance codes and guides
- Session 2 – covers consultation, communication, problem solving
- Session 3 and 4 – covers hazard identification and control with either manual handling, work related stress, incident investigation or hazard mapping

NETWORKING FOR SAFE WORKPLACES

www.ohsrep.org.au

The aim of the website is to provide information and resources as well as actively involving OHS Representatives with OHS campaigns. Reps can currently access information, subscribe to the regular e-newsletter "SafetyNet", receive the latest news items, submit their own stories, vote on our regular on-line polls and have OHS related questions answered.