

Training Courses & Related Services

OH&S Risk Management for Supervisors & Managers



National Code



BSBOHS407A Monitor a Safe Workplace

Duration	2 x 6 hours	Min-Max Group Size	8-15
Who should attend	All persons with supervisory responsibilities required to implement & monitor the organisation's OHS policies, procedures & programs in a work area.		
Employability Skills	This unit contains employability skills including – analytical skills, literacy skills, coaching and mentoring skills		
Course aims	This course provides Supervisors / Frontline Managers with the knowledge & skills implement & monitor the organisation's OHS policies, procedures & programs in the relevant work area to meet legislative requirements		
Course Content	<p>Topic 1: Provide information to the workgroup about OHS policies & procedures Explain relevant provisions of OHS legislation & Codes of Practice to Inform workgroup on organisation's OHS policies, procedures & programs & provide & explain information about identified hazards & the outcomes of risk assessments</p> <p>Topic 2: Implement & monitor participative arrangements for the management of OHS Explain importance of effective consultative mechanisms & implement & monitor consultative procedures & promptly deal with issues raised through consultation & record & communicate to the workgroup outcomes of consultation</p> <p>Topic 3: Implement & monitor the organisation's arrangements for providing OHS training Systematically identify OHS training needs & arrange OHS training needs of team members in consultation & provide workplace learning opportunities & coaching & mentoring assistance Identify & report training costs for inclusion in financial plans</p> <p>Topic 4: Implement & monitor the organisation's procedures for controlling risks Identify & report on hazards & promptly action team member hazard reports</p> <p>Topic 5: Implement & monitor organisation's procedures for maintaining OHS records for the team Implement procedures to control risks & identify & report inadequacies in risk control measures & monitor outcomes of reported inadequacies to show organisational response</p> <p>Topic 6: Maintain OHS records for the team Complete & maintain OHS records for the team & use information & data from OHS work area records to identify hazards & monitor risk control procedures in work area</p>		
Documents issued on successful completion	Statement of Attainment on completion of the unit BSBOHS407A from the BSB07 Business Training Package		
Price per person	POA	Price per in-house course	POA