



RTO No: 40507

## OHS (WHS) training course for Health and Safety Officers, Managers and Workplace Supervisors.

Active TEC has developed a course that establishes basic skills needed to develop and monitor "OHS/WHS" as a company appointed Health and Safety Officer (HSO), Manager or Supervisor .

This course and the certificate IV units, are recognised by the Victorian Building Commission as a WHS/OHS course for either domestic or commercial builders registration .

**A TEC Course Code: BSBWHSMUC4**

**Unit Codes:** BSBWHS401, BSBWHS403, BSBWHS404, BSBWHS405.

**Recognition:** Nationally Recognised Units of Competence, to Certificate IV level.



This course is designed to provide its participants with knowledge and competency, to develop a safe working environment and maintain compliance with the either, Workplace/Occupational Health and Safety Acts and Regulations.

An extensive RBP checklist is provided to assist with preparation of evidence required, for persons wishing to apply for commercial building registration with the Victorian Building Commission.

### Course Content

Historical foundation for OHS / WHS systems and procedures.  
Understanding Acts , Regulations , Standards and Codes  
Establishing and maintaining work place communications  
Defining roles and responsibility of workplace personnel  
Hazard Identification and Risk Assessment  
Eliminating Risk and developing Risk Control Documentation.  
Utilisation of the Hierarchy of Controls.  
Establish and maintain OH&S Management Systems  
Employee and Contractor training evaluation.  
Workers compensation and return to work.  
Hazardous Materials and Dangerous goods.  
Implementation of policy's and procedures.  
Emergency Evacuation Procedures  
The role of OHS inspectors and enforcement of OHS law.  
Records and Record Keeping  
Builder registration preparation checklist and more.....



**Course Duration:** Five eight hour events, totalling forty hours - (40 Hours).  
*\* Note\* ( Usually provided over Five individual daily sessions , split over 4 - 5 weeks )*

**Course Cost:** \$1095.00 this fee includes participant manual, and O,H&S reference materials.  
*\*Note\* Training requested and conducted at clients premises, may incur additional fees.*

**ID Requirements:** Photo ID and Student USI number, to be provided the day of the course.

**Course Location:** At all Active TEC training centre's and as advertised prior to course booking.  
*\* Note \* On site or private training sessions are available, please enquire.*

**Requirements** Students must possess basic reading, writing (english) and arithmetic skills .  
Students must supply their personal Unique Identification Number (**USI**).

*\* Note\* This course may be attended by any person interested in obtain a Statement of Attainment for a Nationally Recognised Unit of competence in OHS /WHS .*

Read the Active TEC "Student Participant Guide" on our website to obtain additional information about our services and requirements.

Make a **booking** on our website or

**Call Active**  
**PH: 0452 228483**