



Competency Based Training Safety Management for Supervisors



Work process



People



Materials



Equipment

Core Strategy & Tools for Managers and Supervisors

This 3-day Safety Management for Supervisors training workshop is aligned to units of competence from the *Metalliferous Mining and the Business Services Training Packages*.

Key Learning Outcomes

- » Consider the responsibilities of supervision under of the Mines Safety Inspection Act 1994 & Regulations 1995.
- » Confidently define & distinguish between the terms "Hazard" & "Risk".
- » Understand the structure of the process that leads to injury, damage & loss.
- » Examine technical risk assessment tools and processes.
- » Comprehend the processes of an OHS Incident Investigation.
- » Competently communicate through various mediums such as meetings, negotiations, reports & presentations.

About the Course

Exposure to litigation as a result of vicarious liability due to negligence, can lead to personal disaster for both managers and supervisors alike by way of their deemed relationship. This course highlights this issue as it explores the responsibilities of supervision.

It refers to the **MSI Act 1994 and the OHS Act 1984** and their associated regulations.

It is a hands-on program suitable for those individuals who supervise others. It will give you introduction to the tools and processes that will help you meet your day-to-day requirements to reduce your exposure to litigation and keep your workplace safe. This workshop has a mining focus but can easily be adapted for supervisors from all industries.

It also delves into the investigation process highlighting the need to get to the underlying root cause of an incident enabling relevant and lasting remedies.

It also has equivalents in the Extractive Industries Training Package and the Queensland Mining ITAB S1, S2, S3.

The following Units of Competence are covered in this 3-day program, however they can be provided for individually to meet your business needs and is delivered by industry experienced, and qualified trainers and assessors.

Apply Risk Management Processes MNMG325A

- » This unit covers the application of the processes and tasks to conduct inspections and to identify, analyse, assess risks, recommend treatment, contribute to implementation of treatments and to monitor risks. It also covers participation in the preparation, testing and documentation of site working instructions or equivalent. Risk management terms are defined under **AS/NZS 4360:1990**

Conduct Safety and Health Investigations MNMG326A

- » This unit covers the application of safety and health investigative processes at the operational level, including the identification and collection of evidence, the analysis of evidence to identify the reasons for and results of the occurrence or situations, and the identification and documentation of courses of action to resolve and/or prevent reoccurrence of the issues or problems.
- » Mines Safety Inspection Act 1994 and associated Regulations may be substituted by the relevant Act and Regulations to reflect your workplace.

Communicate Information MNMG327A

- » This unit covers the function required to effectively communicate information with other persons in the mining industry. This includes communicating verbally, communicating

in written and report form, participating in meetings, making presentations, and participating in operational level negotiations.

Maintain Workplace Safety BSBCM311A

- » This unit is concerned with OHS responsibilities of employees with supervisory responsibilities to implement and monitor the organisation's Occupational Health and Safety policies, procedures and programs in a small team to meet legislative requirements. This unit has been adapted from Generic Competency B in the National Guidelines for Integrating Occupational Health and Safety Competencies into National Industry Competency Standards **[NOHSC:7025 (1998) 2nd edition]**. This unit is related to BSBCM211A Participate in workplace safety procedures and BSBCM411A Monitor a safe workplace.

Competency Based Nationally Recognised Training

- » GHD can provide a broad cross section of competency based training and other industry specific programs in the following fields;
- » Metalliferous Mining
- » Transport & Logistics (Warehousing & Storage)
- » TAA Training & Assessment
- » Asset Management
- » Dangerous Goods Handling, Transport & Storage
- » Health, Safety & Environment

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