



# Course Overview and Pre-Enrolment Information - Work Health and Safety Committee Member -

## **COURSE OVERVIEW**

This course covers the competency for applying general work health and safety requirements when working in the usual workplace environment, excluding emergency incidents. This course is relevant to persons wishing to undertake a position on a Work Health and Safety Committee.

## **QUALIFICATION INFORMATION**

Upon successful completion of this course, participants will be awarded with the following:

PUAOHS001B – Follow defined OHS policies and procedures.

This unit is nationally recognised and has been taken from the PUA Public Safety Training Package.

## **COURSE REQUIREMENTS**

One Unit Of Competency is required to complete this course

Unit Code	Unit Title
PUAOHS001B	Follow defined OHS policies and procedures.

## **VOCATIONAL OUTCOMES**

Upon successful completion of this course, participants will be able to consider the following job roles:

- Emergency Response Team member
- Volunteer in Emergency Services
- Mines rescue
- Fire safety officer
- Emergency Warden

This Unit is appropriate for those working in:

- Emergency Services
- Fire safety industry
- Mining
- Manufacturing
- Construction
- Retail
- Aged care and health care



## **DELIVERY**

This Course is open to the public and is delivered at our purpose built facility over one (1) day. This course is conducted upon request. Participants will be facilitated in a number of ways including both practical and theory activities. Face to Face training will be under the guidance of one of our qualified and experienced trainers who hold the relevant and up to date qualifications and Vocational Education. Tea/coffee, Morning/afternoon tea and lunch is provided when delivered at TTA.

## **PREREQUISITES AND CO-REQUISITES**

This course contains no prerequisites or co-requisites.

## **ENTRY REQUIREMENTS**

Participants are required to wear Safety boots or enclosed footwear and bring with them a pen/pencil.

## **LEARNING PATHWAYS**

This competency forms part of PUA Public Safety Training Package. Further details can be found at [www.governmentskills.com.au](http://www.governmentskills.com.au) This unit is an elective unit of Certificate II Public Safety Fire Fighting and emergency operations.

## **RECOGNITION OF PRIOR LEARNING / RECOGNITION OF CURRENT COMPETENCY**

Due the short nature of this course, RPL is not offered.

## **FEES, CHARGES AND REFUNDS**

Thurgoona Training Academy does not require payment prior to attending this course. No fee for cancellation will be imposed providing we are notified in writing seven calendar days prior to the course commencement. Cancellation received 48 hours prior to the course will be subject to a 15% administration fee and a non attendance without notification will be subject to 50% of the course fee.

## **STUDENT INFORMATION**

If you require special assistance, including language literacy, and numeracy please notify us and support services can be arranged. Students that require any special dietary requirements should contact the Academy prior to commencement of course so alternative arrangements can be made. Students will be supplied with the 'Student Handbook' prior to commencement of training. This handbook provides students with training guidelines. All students have the right to lodge an appeal or complaint in regard to the outcome of this unit. For further information please request a copy of our appeals & complaints procedure via administration. For further information visit our website at: [www.thurgoonatraining.com.au](http://www.thurgoonatraining.com.au)



## HOW TO APPLY

Complete the attached "Confirmation / Booking form for Attending a Course" and return it to:

Postal address: 4 Bennett Road, Thurgoona NSW 2640  
Academy: 137 Williams Road, Thurgoona NSW 2640  
Fax: + 61 (02) 6043 3258  
Email: [office@thurgoonatraining.com.au](mailto:office@thurgoonatraining.com.au)

*Participants are required to bring with them their USI number. Should you not already have your USI please apply for one at [www.usi.gov.au](http://www.usi.gov.au)*

## COURSE TIMES

Courses conducted at Thurgoona Training Academy commence at **8.30am** and conclude at approximately **4.30pm** unless specified otherwise. Participants are asked to ensure they arrive ten (10) minutes prior to commencement of the course.

## COURSE FEES

The fee for this course is available upon request. This price does not attract GST. Please note that we do not have Eftpos facilities. Payment options are direct deposit or cash.

## FURTHER INFORMATION

For further information regarding this or any other course please feel free to contact our office. Our office is attended weekdays between the hours of 8am and 5.30pm. Our website has other course information available 24hrs a day and is updated continuously. Our scope of registration can be found at the following address: [www.training.gov.au](http://www.training.gov.au)

