



Management of WHS Risks Managers and Supervisors

Course Outline

COURTENELL PTY LTD.

ABN 30 050 109 281
ACN 050 109 281
Mail P O Box 248. Broadway. NSW 2007
Address 147 St Johns Road, Glebe, NSW 2037
Email train@courtenell.com.au
Web www.courtenell.com.au
Phone 02 9552 2066

AIMS

The Management of WHS Risks for Managers and Supervisors Course aims to empower participants with the knowledge and skills necessary to effectively manage workplace health and safety risks and to ensure that staff under their supervision adhere to the procedures and measures in place for them to be able to do their jobs safely. It includes what to do if hazards and risks present themselves in the day-to-day operations including the reporting of these to management for risk assessment and management actions. The course aligns with the legal requirements specified in the WHS Act and Regulations, providing practical insights into risk management principles and strategies.

LEARNING OUTCOMES

On completion of this training, participants should be able to:

- Explain their role as supervisors and managers in relation to the PCBU, Senior Management, workers, and others.
- Describe how they will handle situations where staff, workers, or site visitors require guidance and direction in adhering to health and safety protocols.
- Define a hazard and explain what 'risk' means.
- Explain the reporting and resolution process for hazards and risks identified in the workplace that will need to be addressed for proper risk management actions by senior management.
- Explain how to assess hazards, determine how to eliminate, or control the risk, and make recommendations to manage the risks through eliminating or minimising risk using the mandatory hierarchy of control measures.
- Give examples of how to review the effectiveness of risk control actions.
- Explain how they can develop an action plan to implement their recommendations.
- Describe how they can review the importance of maintaining accurate records and documentation to demonstrate compliance with legal obligations and facilitate effective risk management.
- Describe what are the psychosocial hazards and how these are managed.

BUSINESS BENEFITS

- **Legal Compliance and Risk Mitigation:** Demonstration of compliance with the requirements of WHS Legislation regarding provision of training of staff, and operation of the WHS management system.
- **Reduced Incidents and Workers' Compensation Costs:** Trained supervisors and managers contribute to a decrease in workplace incidents, resulting in lower workers' compensation and medical costs.
- **Fostered Workplace Safety Culture:** Reduced workplace incidents and injuries cultivate a positive safety culture, instilling a collective commitment to health and safety throughout the organisation.
- **Increased Productivity and Employee Morale:** Excellent communication between supervisors and workers and supervisors to senior managers contributes to greater cooperation among all staff, heightened productivity, and improved employee morale, positively impacting overall organisational performance.
- **Cost Savings through Efficient Resource Allocation:** Considered allocation of staff resources provides for efficient management of personnel which translates into cost savings and optimized business operations.

PARTICIPANT BENEFITS

- **Role-specific skills.** Skills in supervising and managing staff, workers, and personnel to do their jobs safely.



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- **Practical Risk Management Skills:** Acquire practical skills in identifying, assessing, and managing workplace risks according to legal standards.
- **Application of Hierarchy of Controls:** Learn to apply the hierarchy of controls, selecting and implementing the most effective risk control measures for specific situations.
- **Effective Consultation and Communication Techniques:** Enhance communication skills to engage with workers, and senior managers throughout the reporting process.
- **Accountability for role identification and competency:** Completion of this course adds significant value to participants' professional profiles, showcasing their skills in their role and demonstrating by evidence of training attainment of competency.

MODE OF DELIVERY

- Public Face to Face
- On-site workplace based.

DURATION

1 Day

TIME

Courtenell's on-site Courses run between 9.00am and 4.30pm.

Courtenell's Management of WHS Risks for Managers and Supervisors onsite courses can be delivered according to the clients' preferences. Courtenell is flexible in providing on-site training during afternoon and night shifts, as well as on weekends (additional fees may apply).

TRAINER

All of our trainers are experienced consultants with qualifications and extensive experience across diverse industry sectors. Possessing TAE qualifications, our trainers are adept at tailoring their approach to meet the specific needs of the audience.

TRAINING EVALUATION AND CERTIFICATE

Through group and general discussions, case studies, and a quiz, participants will engage in activities to reinforce their knowledge and to further improve their WHS Risk Management skills.

Participants will receive a Certificate of Attendance on successful completion of this course.