



WHS Due Diligence

Directors, Officers, and Senior Managers

Course Outline

COURTENELL PTY LTD.

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AIMS

WHS management is only effective if senior management do their part by supporting and promoting safety initiatives. The Work Health and Safety (WHS) Act is quite explicit in making those who control a corporation's management personally liable in the event of a breach.

Recent changes in the WHS Act, legal cases and prosecutions have highlighted the accountability of senior executives by requiring that Directors and Officers discharge due diligence obligations. This requires that they take pro-active and inquisitive roles in the planning and actioning of health and safety initiatives. Failing to do so exposes both the individual and the organisation to substantial penalties and legal risks such as prosecution with possible penalties including fines for companies, and fines and potential imprisonment for individuals.

Courtenell's 2-hour WHS Due Diligence course has been designed to equip Directors, Board Members, Officers, and Senior Executives with a comprehensive understanding of their "Due Diligence" responsibilities in WHS and provide practical tools and strategies for effective WHS governance at the executive level.

LEARNING OUTCOMES

Learning outcomes of this course include:

- An overview of the current OHS/WHS legislative framework in Australia.
- Core Duty Holders and their responsibilities, including the distinction between the duties of a PCBU, an "officer" and a "manager" – and how they should never meet.
- Understand the meaning of Due Diligence and Duty of Care in the context of Work, Health, and Safety.
- Practical guidance on how to discharge – and more importantly, demonstrate the discharge – of this duty.
- Understanding the result of failure to comply with obligations.
- Understanding of Offences and Penalties, and what indemnities and insurance are and are not available.
- Foster a proactive approach to risk management and safety leadership including duty to manage psychosocial hazards.
- Develop Due Diligence activities relevant to the place of work.

BUSINESS BENEFITS

- **Improved Safety Culture:** Investing in WHS due diligence training fosters a culture of safety within the organisation from the top down.
- **Risk Reduction:** Enhanced knowledge gained from the course enables participants to identify, assess, and mitigate potential workplace hazards, including psychosocial hazards; thereby contributing to a safer work environment.
- **Protecting Reputation:** Clients, customers, and the society increasingly value safety-conscious businesses, and adherence to best practices can enhance the organisation's professional image and social profile.
- **Legal Compliance:** Update participants on legal obligations and responsibilities related to workplace safety. Achieving compliance with relevant WHS laws reduces the risk of legal penalties, fines, and regulatory actions, safeguarding the organisation's and officers reputation.
- **Operational Efficiency and Cost Savings:** Proactive governance streamlines operations and enhances overall efficiency.



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PARTICIPANT BENEFITS

- **Understanding Legal Compliance:** Participants gain a comprehensive understanding of WHS legislation and their roles as officers. This knowledge empowers them to make informed decisions and helps in maintaining compliance with workplace safety standards.
- **Personal Safety Awareness:** Participants become more aware of personal safety responsibilities and how to promote a culture of safety at the same time discharging their duties as officers. This increased awareness contributes to a collective commitment to safety, fostering a work environment where everyone actively contributes to preventing accidents and injuries.
- **Empowerment to Advocate for Safety:** Equipped with knowledge and skills acquired from the course, participants are encouraged to communicate safety concerns, promote best practices, and actively contribute to fostering a culture of safety and successful operation of WHS Management system.
- **Improved Incident Response Skills:** Enhanced awareness in effective and prompt reporting of workplace incidents or emergencies, minimising the impact on individuals and the organisation.

MODE OF DELIVERY

- On-site workplace based.
- Virtual – Instructor led.

DURATION

2 Hours

TIME

Courtenell's on-site courses run between 9:00am – 4:00pm but 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 Training and Education 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 and case studies, participants will engage in activities to get an in-depth knowledge to proactively demonstrate due diligence responsibilities in WHS and effective WHS governance at the executive level. Participants will receive a Certificate of Attendance upon completion of this course.