

Work Groups

WHS Regulations Chapter 2 Part 2.1

Work groups can be negotiated and determined with the assistance of the union that represents the workers:

Matters to consider in the negotiation of work groups include:

- Number of workers;
- Views of workers regarding determination and variation of workgroups
- Nature of each type of work;
- Number/grouping of workers doing similar work;
- Areas or places work is undertaken;
- How much workers move between work activities;
- Nature of workplace hazards;
- Diversity of workers;
- Nature of risk at the workplace;
- Nature of engagement e.g. as a contractor;
- Pattern of work e.g. full-time, casual;
- Times when work is carried out; and
- Arrangements for overtime or shift work.

Health and Safety Representatives

WHS Regulations Chapter 2 Part 2.1

The PCBU must, if requested by a HSR, allow the HSR to attend a 5 day course within 3 months of the request. The course must be:

- approved by the regulator and chosen by the HSR in consultation with the PCBU.

If an agreement on training is not reached, an inspector can be requested to assist and the decision must be complied with.

HSRs are also entitled to attend an annual refresher course.

Default Issue Resolution Procedures

WHS Regulations Chapter 2 Part 2.2

Minimum requirements of issue resolution procedures are that they:

- Include the steps described in the default procedure of the WHS Regulations;
- Are set out in writing; and
- Are communicated to all workers to whom the procedures apply e.g. contractors, apprentices.

The default procedure requires all relevant matters to be taken into account including:

- The degree of immediacy and risk to workers and others involved in the issue;
- Number and location of workers and others affected;
- The measures both temporary and permanent that must be implemented to resolve the issue; and
- Who is responsible for implementing the resolution measures.

WHS entry permit

WHS Regulations Chapter 2 Part 2.4

A WHS entry permit must include:

- the section of the WHS Act under which the permit was issued;
- the WHS entry permit holder's name, the union they are entitled to represent and signature;
- statement of entitlement of the entry holder to exercise their rights;
- date of issue and expiry date; and
- any conditions on the WHS entry permit.

Notice of entry - additional information requirements:

- declaration from the union stating their entitlement to entry and to represent workers;
- the provision in the union's rules that entitles them to represent the worker; and
- that the suspected contravention relates to or affects the worker.