



RIIWHS201E

Work Safely and Follow WHS Policies and Procedures (Half-Day Course)



This unit describes the skills and knowledge required to work safely and follow work health and safety (WHS) policies and procedures in the resources and infrastructure industries. It applies to those working in operational roles.

LEARNING MODULES:

- WHS legal requirements.
- Harmonisation.
- Key work health and safety elements.
- WHS acts, regulations and codes of practice.
- WHS & OH&S roles and responsibilities.
- Policies, procedures and programs.
- Communication regarding hazard identification.
- Dealing with issues raised.
- Identifying training needs.
- Work systems and workplace dynamics.
- Risk assessment.
- Risk controls.
- Monitoring risks and reports.
- Record keeping.

At the successful completion of this course, Candidate will receive the Statement of Attainment and a wallet-size card* inclusive of the Nationally Accredited course information, student name and course attended date.

(* Raines Resources will issue an SOA and card after full payment is received)



Raines Resources Pty Ltd - RTO 46582

Phone: 08 6319 5300
Mon - Sun: 7:00 am - 9:00 pm

Suite 12, Risely Corporate Centre
135 Risely Street
Booragoon WA 6154

ABN: 29 674 339 271
ACN: 610326460

info@rainesresources.com.au



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TRAINING DETAILS:

Course Times: **Inexperienced students:** 8:00 am until 12:30 pm (Please arrive 15 minutes earlier for registration and ID verification) other times by negotiation.
Experienced or credit transfer students: 10:00 am until 12:30pm (Please arrive 15 minutes earlier for registration and ID verification)
RPL Students: By appointment, length of time required will vary based on

Age Requirements: All learners must be at least 18 years of age.

Literacy and Numeracy: Participants must have a basic level of English proficiency (written and verbal communication) Numeracy Participants require the knowledge of how to use a calculator.

Digital Literacy: Online learners will require access to a computer with an internet connection and the knowledge to access emails, login to the online training portal, upload documents when required and submit assessments.
In some instances, in modern mining and construction settings you may be required to enter/log information into an electronic record keeping device. Or use computerised equipment to operate various types of machinery and processes

Delivery: **Option 1:** Face to Face training and assessment in a simulated workplace environment. (Min 10 learners)
Option 2: Online. Course completion times are between 4-8 hours depending on your individual pace and abilities.

Payment Method: Cash, credit card, direct funds transfer with a bank receipt, or a company purchase order (refer to our finance policy for further details).

What to bring: 1 Photo ID and 1 Secondary ID, Current WorkSafe Licence Card (if any) (e.g. Driver's Licence, Passport (current or expired being no more than 2 years from the expiry date), WA proof of age card or other Australian Government issued ID card with photo) AND (e.g. Medicare Card, telephone, gas, or electricity account not more than 12 months old).

Clothing: Long sleeve shirt, long pants and safety boots.

Training Location: Online or at Unit 12/135 Riseley Street Booragoon WA



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ASSESSMENT COMPONENTS:

- Theory
- Practical

Practical Assessments are Perth based.

CANCELLATION / REFUNDS:

Refer to our Refunds Policy.

COST OF THE COURSE:

Face to Face: **\$275.00** (GST Free)
Online: **\$250.00** (GST Free)

For corporate bookings please contact our booking team on (08) 6319 5300 or email info@rainesresources.com.au

VOC / Refresher Course: Please contact the booking team.

CTF Funding Information

The Construction Training Fund may subsidise up to 70% of cost for eligible course for persons successfully completing an eligible CTF funded face to face course. Students have up to 1 year from the successful completion date to make a claim. To make a claim email inquiries@ctf.wa.gov.au

Credit Transfer

Credit transfer is available on all courses provided substantiating evidence is supplied.

Recognition of Prior Learning

RPL is available for students on most courses, in some instances due to the complexity of RPL validation process the RPL fee may exceed the actual course cost.

Students seeking Recognition of Prior Learning (RPL) are not required to complete standard training assessments where sufficient evidence of existing competency can be demonstrated. However, assessors must ensure that all unit requirements, including knowledge evidence, performance evidence, and assessment conditions are satisfactorily met.

Additional supplementary questions, competency conversations, or practical demonstrations may be required where evidence provided is insufficient.

If you wish to apply for RPL please contact our bookings team on the above details to discuss.



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