



**Minerva's**  
**OHS Risk Management for Line**  
**Managers and Supervisors**  
**(1 day intensive)**  
**New South Wales**  
**Sample Course Outline ©**



**Topic 1** OHS Legislation in New South Wales

- Defining Key Terms.
- NSW OHS Act 2000.
- OHS Regulation 2001.
- Workplace Responsibilities.
- Role of WorkCover Inspectors.

**Topic 2** OHS Management Systems (OHSMS)

- Duty of Care Responsibilities.
- Supervisor and Manager Responsibilities.
- Models of OHSMS.
- Systematic Management of OHS.

**Topic 3** Managing Health and Safety in the Workplace

- OHS Policy and Programs.
- Consultative Mechanisms.
- OHS Committees, OHS Representatives and Other Agreed Arrangements.

**Topic 4** Implementing OHS Risk Management in the Workplace

- OHS Risk Management.
- Hazard Identification, Systematic; Incidental.
- Risk Assessment Process
  - Assessing Risks
  - Assessment Factors
  - Hazpak.
- Risk Control
  - Hierarchy of Control
  - Safe Work Method Statements.
- Continuous Improvement.

**Topic 5** OHS Performance Review

- Promoting, Maintaining and Reviewing OHS.
- Measuring OHS Performance.
- Application of Audit Tools.

**Topic 6** Workplace Injury Management and Workers Compensation

- Legislation.
- Employer Obligations.
- Worker Obligations and Entitlements.
- Key Elements of Injury Management.

**Topic 7** Summary & Conclusion

- Key Elements of a Systems Approach to OHS.
- OHS Management Systems.
- Debrief/Review.
- Written Assessments.

**Site Address:**  
**Suite 8, Surveyor House**  
**2 Castlereagh Street**  
**PENRITH NSW 2750**  
**AUSTRALIA**

**Contact Minerva for all your**  
**OHS needs.**

**Phone: 1800 441 602**  
**Phone +61 2 473 111 99**  
**Fax: +61 2 473 11 566**

**Postal Address:**  
**PO Box 1816**  
**PENRITH BC NSW 2751**  
**AUSTRALIA**

**E: [admin@minervaconsulting.com.au](mailto:admin@minervaconsulting.com.au)**

**W: [www.minervaconsulting.com.au](http://www.minervaconsulting.com.au)**