



CONTRACTOR MANAGEMENT

Victoria's occupational health and safety laws create a number of wide ranging employer related duties which include the provision of a safe and healthy workplace for **all** employees including workers employed by contractors. This extended definition of employee is less well understood across industry and has resulted in strong enforcement and prosecution action by the regulator following instances of work related failure, injury etc.

As a consequence it is vital that all employers understand these obligations and have internal management systems in place to control the critical or high risk aspects of contractor and subcontractor activities when they undertake work on behalf of the principle contractor or employer.

This program has been designed to equip employers and their representatives with a balanced approach to ensuring effective managerial oversight of such activities.

Learning Outcomes: On completion of this program participants will be able to:

- Explain authoritatively the safety obligations held by any Victorian employer to a second or third party in the workplace i.e. Contractors & Sub-contractors
- Describe an effective managerial process for identifying, engaging and monitoring the performance of any contractor or sub-contractor
- Implement appropriate action and intervention to stop unsafe or questionable work practices by a second or third party provider

Content:

- Overview of OHS Act & Regulations
- Contractual Law
- Employer's Duty of Care (Section 21 OHSA)
- Contractor Pre-Qualification Criteria & Process
- Responding to non conformances

Target Audience: Contract Managers, Supervisors, Purchasing Officers, Health & Safety Representatives or anyone required or encouraged to supervise a 'contact of service'.

Duration: 3 hours

Delivery Mode: Formal Presentations, Case Studies, Problem Solving, Small Group Discussions & Handouts.

Delivery by: Specialist Occupational Health & Safety Lawyer/Barrister (and former Prosecutor) & experienced Senior Investigator both previously employed by WorkSafe Victoria.

Pre-requisites: none