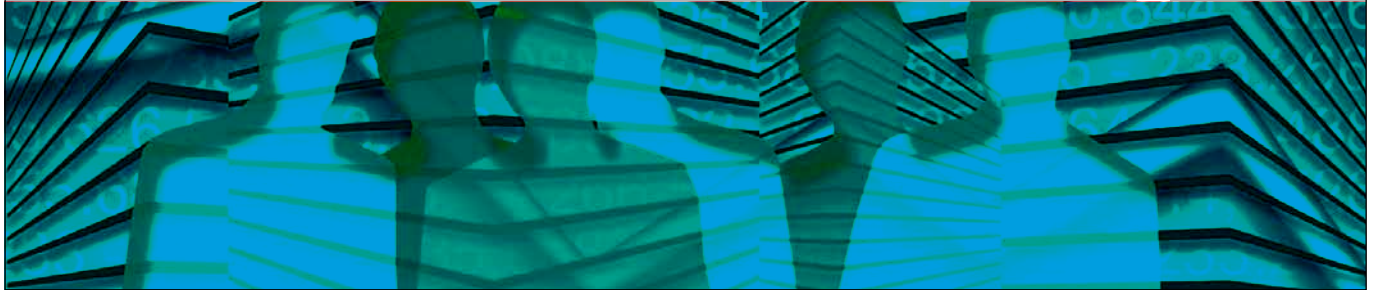


Contractors Risk Management

Are you at Risk?



Overview

The seminar aims to provide participants with an overview of the obligations in relation to health and safety of contractors and the implementation strategies for effectively meeting these obligations. The seminar will provide participants with information to enable them to specify relevant OHS requirements and evaluate contractor capacity and compliance.

Learning Outcomes

The seminar will cover the following important topics:

- National and relevant state legislative framework associated with contractors and OHS;
- Appropriate steps and procedures associated with the effective management of contractors;
- Relevant OHS issues when selecting and engaging contractors;
- Methods of managing contract responsibilities;
- Procedures for reviewing contractors prior to work;
- Supervision requirements for contract works in progress;
- Auditing contractors.

Who Should Attend

This seminar is aimed at managers, supervisors, OHS Coordinators and Health and Safety Representatives. The program can be altered to suit the specific needs of any group within any workplace.

DATE AND VENUE

MELBOURNE

Wednesday 31 March
Ai Group Melbourne
20 Queens Road
Melbourne

Registration

& Light Breakfast:
8.00am – 8.30am

Seminar:

8.30am – 10.30am

COST

Member: \$95 inclusive of GST
Non Member: \$160 inclusive of GST

REGISTRATION AND ENQUIRIES

Sarah McCormick
PO Box 7622
Melbourne VIC 8004

Tel: 03 9867 0224
Fax: 03 9867 0122

Contractors Risk Management

Are you at Risk?

Please select the date you wish to attend

Wednesday 31 March

All prices are GST inclusive. Payment must be made at the time of registration. Australian Industry Group – ABN 76 369 958 788

Registrations

Ai GROUP MEMBER
MEMBERSHIP NO _____
\$95 (inc GST)

NON-Ai GROUP MEMBER
\$160 (inc GST)

ATTENDEE 1

TITLE

FIRST NAME

SURNAME

JOB TITLE

COMPANY

ADDRESS

STATE

POSTCODE

EMAIL

TELEPHONE No.

FACSIMILE No.

ATTENDEE 2

TITLE

FIRST NAME

SURNAME

JOB TITLE

COMPANY

ADDRESS

STATE

POSTCODE

EMAIL

TELEPHONE No.

FACSIMILE No.

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Sarah McCormick – Tel: 03 9867 0224

FAX OR MAIL REGISTRATION FORM TO:

03 9867 0122

Training Department

PO BOX 7622 Melbourne VIC 8004

Cancellation Policy – Registration may be cancelled up to 5 working days prior to commencement of the seminar, with participants either transferring to another seminar or receiving a full refund. If no cancellation notice is received or cancellation is made less than 5 working days prior to commencement of the seminar, no refund will be issued. You may substitute another participant at any time prior to the seminar commencement date should the nominated person be unable to attend. Ai Group reserves the right to cancel or postpone a seminar to an alternative date. All registered participants affected by such changes will receive a full refund or be offered the opportunity to transfer to the next available seminar program. **Privacy Policy** – The Australian Industry Group is bound by the National Privacy Principles under the Privacy Amendment (Private Sector) Act 2000. The personal information disclosed by you to us will be used for the purpose of identifying you and confirming your participation. If applicable, financial information disclosed by you will be used only for the purposes of effecting the transaction to which it relates, and will be kept securely until legally able to be deleted. Otherwise, the personal information disclosed will be used by us to communicate with you about our products and services. If you do not want to receive communications from us about products or services unrelated to this transaction, please inform the contact specified on this form. Details of our Privacy Policy are available from the contact specified on this form.

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