



# When the regulator knocks

What to expect when a workplace inspector makes a visit

Regulators such as the Fair Work Ombudsman, WorkCover and DECCW have powers to enter, inspect, investigate and prosecute your business. Understand the rights and responsibilities for all involved so that, if a workplace regulator knocks on your door, it is a smooth and productive call.

Business today is highly regulated. Workplace regulators have legislative powers to ensure businesses are meeting their legal obligations and, if not, to enforce compliance with those obligations. Those legislative powers allow inspectors to enter premises, inspect documents, speak to workers and, in some cases, stop work where a workplace health and safety risk is identified.

In this interactive seminar, Ai Group will explore the procedural steps involved in a workplace regulator making a visit to your business or investigating a complaint. What notice are you entitled to? Can you stop or delay a visit? Who can the regulator speak to and what documents can be inspected? Ai Group can help you to develop a plan to manage these issues so that you are prepared to handle a visit by a workplace regulator effectively.

The program will cover the legislative framework and managing a visit from an environmental regulator. Following this session, we will break into two groups for concurrent workshop sessions on each of WHS regulators and the Fair Work Ombudsman. The workshop session on the Fair Work Ombudsman will include underpayment investigations, compliance audits and the new role of the Fair Work Ombudsman in investigating complaints of adverse action in breach of the Fair Work Act 2009. The WHS workshop session will consider the role of WorkCover inspectors under the new WHS legislation, regulations and guidelines.

## Who should attend

HR Managers and Advisers  
 OHS Managers and Advisers  
 Environment Managers and Advisers  
 Managers and Supervisors  
 Legal Counsel  
 CEOs, CFOs and Decision Makers

## Dates & Venues

**Newcastle**  
**Friday 17 February 2012**  
 Noah's on the Beach  
 Cnr Shortland Esplanade and Zaara St  
 Newcastle NSW 2300  
**Registration:** 7.45am – 8.00am  
**Seminar:** 8.00am – 12.30pm

**Merrylands**  
**Wednesday 29 February 2012**  
 The Holroyd Centre  
 Miller St  
 Merrylands NSW 2160  
**Registration:** 7.45am – 8.00am  
**Seminar:** 8.00am – 12.30pm

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## REGISTRATION

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### Members:

\$297 (Inc GST)

Two or more registrations  
\$264 per participant

### Non-Member:

\$385 (Inc GST)

Two or more registrations  
\$341 per participant

All prices are GST inclusive. Payment must be made at time of registration. Australian Industry Group – ABN 76 369 958 788											
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CARD HOLDER'S NAME						SIGNATURE					
<b>Fax or mail registration form to:</b> <b>Rebecca Malone</b> Training and Events Coordinator Australian Industry Group PO Box 289, North Sydney NSW 2059 Tel: 02 9466 5473 Fax: 02 9466 5432 Email: rebecca.malone@aigroup.asn.au						<b>Cancellation Policy</b> – 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. <b>Privacy Policy</b> – 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. www.aigroup.com.au					

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