







### 3.1.2. Health and Safety Representatives

**Are HSRs mandatory?** If a worker or group of workers request HSRs, the accountability area is required to have a process to facilitate HSR election. Where HSRs are not requested, the accountability area is required to have a process to ensure the principles of the Work health and safety consultation, cooperation and coordination code of practice 2021 (code of practice) are applied, including that workers are consulted when:

- decisions about managing risks are being made
- changes are being proposed that may affect the WHS of workers
- resolving WHS issues

HSRs are to be given the time and resources they need to undertake their role in accordance with the WHS Act.

Refer to Queensland Health's Health and Safety Representatives Fact Sheet for further information on the function and requirements of HSRs.

**HSRs training requirements:** From 1 February 2019, all elected HSRs are required to complete an approved training course within three months of their election unless a training course is not reasonably available within this period. If an elected HSR chooses not to undertake the training within the time period, they will no longer be eligible to fulfill the role of HSR and will need to be replaced<sup>1</sup>.

Training courses approved under section 21 of the WHS Regulation 2011 are:

- an initial five-day training course
- a one-day refresher course at least every three years. The entitlement to refresher training begins three years after the initial training.

Accountability areas are required to give HSRs paid time off to attend the course and pay the course costs and reasonable expenses, within three months of the request.

If the accountability area doesn't arrange the training, HSRs may make a request to attend an approved course.

Refer to the Queensland Health Orientation, induction and mandatory training HR Policy G6 for further information on HSR training.

### 3.1.3. Health and Safety Committees

**Are HSCs mandatory?** HSCs may be set up at the request of a HSR or five or more workers. Queensland Health has numerous HSCs established. The role of an HSC is to:

- ensure effective communication and consultation including, but not limited to:

<sup>1</sup> Work Health and Safety Regulation 2011

















