
**Introduction to workforce
involvement for representatives
of employee safety**

Introductions

- Name
- Company
- Type of business
- Number of workers
- Your role within health and safety (and when it started)
- What you want to get out of today

Workshop overview

Day 1

- Introductions
- Worker involvement
- The law
- Health and safety principles
- Effective communication
- Action planning

Workshop overview (continued)

Day 2

- Influencing skills
- How to negotiate
- Skills practice

Hazard

- Anything with the potential to cause harm

Risk assessment process

- Identify the hazard
- Who? How many may be affected?
- Evaluate the risk and decide on the precautions
- Record significant findings and implement the controls
- Review

Risk control measures

Risk control measures

- A control measure is a change to the way we work which reduces the risk

Risk control hierarchy

- Eliminate the hazard
- Reduce the hazard
- Prevent people coming into contact with the hazard
- Introduce a safe system of work
- Personal Protective Equipment (PPE)

Why do we communicate?

- Solve problems
- Influence people
- Create change
- Exchange information
- Supply information

How well did you do?

Add you diagram here

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Introductions – day 2

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