



CPSU/SPSF

MONDAY, 20 APRIL 2009

TRAINING NEWS

OH&S COURSES (APRIL-JUNE 2009)

VENUE: CPSU (Rosella Building, Level 2) – 6 Palmer Parade Cremorne 3121

OH&S 5 DAY INITIAL TRAINING COURSE - OHS REPS AND DEPUTIES

- **5 DAYS. 9.00AM START. 20th – 21st MAY & 3rd – 5th JUNE 2009.**

All elected HSR's should enrol in this course. It covers your rights as well as up to date information on emerging OHS issues. The OH&S Act and how it can be used to improve workplace H&S and conditions, along with bullying, violence, legislation, communication and negotiation skills are also covered. The Cost involved for this course is for members \$670.00/NON MEMBERS \$787. INC GST. **COURSE COSTS ARE BORNE BY YOUR DEPARTMENT** and **14 DAYS NOTICE must be given to your Employer to facilitate your paid leave to attend.** HSR's and Deputies are able to choose the course and CPSU suggests you attend this VWA approved course.



PREVENTION OF STRESS IN PUBLIC SECTOR WORKPLACES – NO COST

- **1 day course. 9AM start. WEDNESDAY 13th MAY 2009.**

This one day course covers significant research on stress along with an examination of work environment triggers such as workload, lack of job control, and change. Members are encouraged to identify stress hazards in their workplaces and through group work activities develop short and long term solutions to control risks associated with stress. This training session will also provide an information kit including the new WorkSafe Authority Guidance Material* on stress in the Public Sector, "Stresswise". Members will participate in workshopping some issues to develop greater understanding of these issues and the guide. * "Stress Wise" Guide is now released and will be provided with relevant training.

PREVENTION OF WORKPLACE BULLYING AND OCCUPATIONAL VIOLENCE – NO COST

- **1 day course. 9.00AM start. WEDNESDAY 29th APRIL 2009 and THURSDAY 18th JUNE 2009**

Provides information on the relevant VWA guidance note; the identification of bullying and advice on how to deal with it; the prevention of occupational violence; strategies to reduce the risk of injury and illness for such behaviour at work.

SECTION 67 – OHS REPS REFRESHER COURSE – COST: MEMBERS \$180/NON MEMBERS \$275. INC GST.

- **1 day course. 9.00AM start. TUESDAY 5th MAY 2009.**

All HSR's who have attended the initial OH&S 5 Day training course are entitled to attend a one day refresher course each year of their term of office. Course costs are paid by your Employer. 14 DAYS NOTICE must be given to your Employer. HSR's and Deputies are able to attend a course of their choosing. CPSU suggest you attend this course which is VWA approved. **Cost of \$180.00 is paid by your Employer.**



All members will be requested to fill out an "approved" application for CPSU Training 2009 form and return it by e-mail or fax before training is confirmed. Click on this link to view/download a copy of this form which can also be faxed to you on request; http://www.cpsu.org/public_docs/training-enrolment-form.pdf

Those interested should enrol by having the Approved Application form completed and signed and return it by either fax (03) 9662 4591 or by e-mail to pspencer@cpsu.org or by contacting Pam Spencer by telephone on (03) 9639 1822 or toll free on 1800 810 153 for all Training enquiries.

Tea, coffee and biscuits will be supplied; however participants are requested to bring their own lunch.

Both Richmond and Richmond East railway stations are within easy walking distance and the No 70 Tram that runs to Wattle Glen along Flinders Street and down the Exhibition Street extension behind the tennis centre heads into Swan Street (get off Tram at Cremorne Street next to Richmond Station and then head down towards the Yarra River).

CPSU MEMBERS ARE ENTITLED TO PAID TIME RELEASE. ENROLMENTS OPEN NOW. PLACES LIMITED.

KAREN BATT

CPSU Victorian Branch Secretary