

54. OCCUPATIONAL SAFETY AND HEALTH REPRESENTATIVES RECORDS

This new clause requires the Employer to:

- maintain an Occupational Safety and Health Representative Register;
- provide a copy of the register to the Union every six months; and
- submit the register to Public Sector Labour Relations (PSLR) by 31 January, for the preceding calendar year.

54.1 The Employer shall maintain an Occupational Safety and Health (OSH) Representative Register (Register).

54.2 The Register is to record the following information for each OSH representative in the Department/Organisation:

- (a) name;
- (b) work branch/division (as appropriate);
- (c) work location;
- (d) job title/occupation;
- (e) date of election as an OSH representative; and
- (a) training details on completion of relevant OSH training courses, including initial and refresher training dates.

54.3 The Employer shall provide a copy of the Register to the Union every six months.

54.4 The Register is to be submitted to PSLR on 31 January each year, for the previous year.

PSLR will make contact with agencies to request the relevant information by 31 January. The register to should be sent to publicsectorlabourrelations@dmirs.wa.gov.au. The title of the email should be – “name of submitting agency – Occupational Safety and Health Register – Calendar year.”