



"...we speak for air conditioning..."



OHS On Site for Supervisors

- Writing SEMS, SWIs and delivering Toolbox Talks

Supervisors!

- Can you update an existing Safe Work Instruction or Work Method Statement to reflect your working environment?
- Can you write new one SWI's and WMS's from scratch?
- Are you confident you can deliver effective tool box talks to ensure the people you are working with are safe and the companies legislative requirements are being met?

Presenter: **Lea Maher**
LMA – The Safe Move

Location: AMCA NSW
Level 5
Suite 501
5 Rosebery Ave
Rosebery

Date: Refer to the AMCA NSW website for details (www.amcansw.com.au); or Receive the AMCA-AEA-NFIA Learning and Development Newsletter (martin@amcansw.com.au)

Time: 8:30am – 12:30pm

Who should attend? Leading Hands and Supervisors

What will I learn? At the end of this session you will be able to:

- Write new and update existing Safe Work instructions and Work Method Statements
- Understand legislative requirements when delivering Toolbox Talks
- Deliver effective Toolbox Talks
- Complete relevant paperwork

Bookings: Fax your booking form to **(02) 9313 6282**

AMCA, NFIA & AEA Members: **\$140** plus GST per Participant

Non-Members: **\$280** plus GST per Participant

