



**Australian Industry  
Training Providers**

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## July 2011 NEWSLETTER

### Free sessions on OSH topics

WorkSafe WA holds lunchtime information sessions throughout the metropolitan area. These sessions are free of charge and cover a range of occupational safety and health topics.

Bring your lunch and participate in a session which we hope will make you think about safety issues at your workplace.

|         |  |  |
|---------|--|--|
| 20 July | An unguarded moment can ruin your day - safeguarding of machinery and plant                | 5th floor training room<br>1260 Hay Street, West Perth |
| 05 Aug  | Handle it right - cost effective solutions for manual tasks                                | 5th floor training room<br>1260 Hay Street, West Perth |
| 17 Aug  | Workplace blowups: negotiating the minefield of occupational stress and workplace conflict | 5th floor training room<br>1260 Hay Street, West Perth |
| 22 Aug  | Oops!! - managing slips, trips and falls   | Joondalup Health Campus                                |

**Please note:** booking is essential. When a session is open for registration a link to the online booking system will be available.

For enquiries: Email [worksafersvp@commerce.wa.gov.au](mailto:worksafersvp@commerce.wa.gov.au)

For more information visit the [Worksafe website](#)

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### Newsflash – AITP is now on FaceBook and LinkedIn

We invite you to join/add us as a friend/fan for the chance to win one of 99 prizes. The prizes range from AITP promotional items (70 stubby holders/22 compendiums) to Visa card vouchers (4) and Occupational Health & Safety DVD's (3).

Prize winners will be announced at our Sundowner event on 29<sup>th</sup> July so don't delay, be in it to win it! We will also be having special deals that will only be promoted in our social media sites so why wait? Link up or Like us now.



facebook

## Sundowner

Our next Sundowner is being held on 29 July 2011. We'd love you to join us from 4.30pm to 6.30pm for nibbles and drinks. We'll be announcing the winners of our FaceBook and Linked In competitions so put it in your diary NOW.

Please send your RSVP to [training@aitp.com.au](mailto:training@aitp.com.au) for catering purposes.



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Don't forget to add us on Facebook and LinkedIn – by doing so you'll be rewarded with a gift. Get in quick as gifts are limited to 99 in total.



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## Do you know how to use a ladder safely?

Ladders can be hazardous if they are not correctly maintained and used. Regulation 3.26 of the Occupational Safety and Health Regulations 1996 details the requirements for working with portable ladders. Your employer should make sure that ladders are properly stored and inspected regularly and only used for light work of short duration or for access.

Your employer or supervisor should give you instructions and show you how to use a ladder safely and what safety checks to make before using a ladder.

This includes checking that the ladder:

- has no damaged, loose or missing parts;
- is secured against movement and be supported from a firm, level, non-slip surface;
- projects at least 1 metre above the landing place;
- is placed at a slope that is no steeper than 4 units of height to 1 unit horizontally; and
- is rated for industrial use, not domestic use.

When using a ladder:

- always have two hands free to climb up and down (three points of contact);
- any materials or tools (other than those held on a worker's belt) should be transferred to the work area separately;
- always face the ladder while climbing up, down or working;
- never place feet higher than 900mm from the top of the ladder;
- never over-reach from a ladder;
- never work from a ladder above another person;
- never have more than one person on a ladder at any one time;
- do not use a ladder in an access way or where it may be hit by a door;
- do not undertake work requiring restricted vision, welding or metal cutting from a ladder; and
- use a non-metallic ladder where there are electrical hazards.





## Thought of the month:

“It is not the strongest of a species that survive...nor the most intelligent but the most adaptable to change.” (*Charles Darwin, The Origin of Species*)

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## Newsflash

Phil Johnson (AITP Associate for skills training) recently sold Johnson Training Services and is no longer doing skills training for us with effect from 20<sup>th</sup> June 2011.

Those of you who have been trained by Phil will know the valuable contribution he has made over the years. We wish him well for the future.

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### Course Dates up to December 2011

#### Certificate IV in Training & Assessment (TAE40110)\* NEW QUALIFICATION

|           |          |             |      |
|-----------|----------|-------------|------|
| Cluster 3 | (3 days) | 18,19,20,21 | July |
| Cluster 1 | (2 days) | 1,2         | Sep  |
| Cluster 2 | (4 days) | 4,5,6,7     | Oct  |
| Cluster 3 | (3 days) | 21,22,23    | Nov  |

\*Successful completion of post course project before statement of attainment can be issued.

#### VIEW CALENDAR

June - December

#### Certificate IV in Occupational Health & Safety (BSB41407)\*

|          |          |             |      |
|----------|----------|-------------|------|
| Module 2 | (4 days) | 4,5,6,7     | July |
| Module 1 | (3 days) | 1,2,3       | Aug  |
| Module 2 | (4 days) | 5,6,7,8     | Sep  |
| Module 1 | (3 days) | 19,20,21    | Sep  |
| Module 2 | (4 days) | 10,11,12,13 | Oct  |
| Module 1 | (3 days) | 7,8,9       | Nov  |
| Module 2 | (4 days) | 5,6,7,8     | Dec  |

#### Diploma of Occupational Health & Safety (BSB51307)\*

|          |          |             |      |
|----------|----------|-------------|------|
| Module 1 | (4 days) | 11,12,13,14 | July |
| Module 2 | (4 days) | 8,9,10,11   | Aug  |
| Module 1 | (4 days) | 12,13,14,15 | Sep  |
| Module 2 | (4 days) | 10,11,12,13 | Oct  |

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