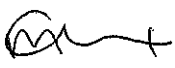


PRACTICAL TASK

You are required to have a suitable observer verify your ability to complete the following tasks. These tasks may be simulated or real.

TASKS		VERIFIED
○	Conduct a meeting with a PCBU, using appropriate language, to identify requirements for WHS consultation and participation, as identified in Acts, regulations, codes of practice, policies and procedures.	☒
○	Highlight the roles of those within the organisation (including duties, rights and responsibilities) regarding WHS consultation and participation.	☒
○	Identify and discuss WHS consultation and participation processes, and highlight potential barriers.	☒
○	Offer solutions to barriers, evaluating and considering time/resource constraints and the needs of others.	☒
○	Use questioning and active listening to identify and discuss PCBU's views on barriers to WHS consultation and participation processes.	☒
○	Use questioning and active listening to identify and discuss PCBU's views on training requirements for effective WHS consultation and participation.	☒
○	Write down adjustments to offered solutions, as necessary, addressing PCBU's views on barriers and training requirements.	☒
Name of observer	Meredith Clements	
Role of observer (Confirm their suitability to sign)	☐ Trainer/Assessor ☒ Other (specify): Manager	
Phone number of observer	0412 599 940	
Email address of observer	office@caltty.com.au	
Signature of observer		
Date	Click here to enter a date. 26/11/18	
Comments	Good meeting. Areas of concerns were raised + will now be rectified.	