

**PRACTICAL TASK**

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

| TASKS                                                           |                                                                                                                                                                                                                                                                                                      | VERIFIED                            |
|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| 1.                                                              | Access contracts (and other relevant contract documentation, information and data) to:<br>u) Identify the services supplied by contractors<br>v) WHS arrangements relevant to contractors<br>w) Identify contractor WHS workplace policies, procedures, processes, systems, practices and activities | <input checked="" type="checkbox"/> |
| 2.                                                              | Compare contractor WHS policies, procedures, processes, systems, practices and activities with requirements under WHS legislation.                                                                                                                                                                   | <input checked="" type="checkbox"/> |
| 3.                                                              | Consider best practice/legislative requirements and identify any areas of improvement for contractor WHS policies, procedures, processes, systems, practices and activities.                                                                                                                         | <input checked="" type="checkbox"/> |
| 4.                                                              | Develop potential improvements to contractor WHS policies, procedures, processes, systems, practices and activities – outlining requirements for implementation and evaluation of these improvements.                                                                                                | <input checked="" type="checkbox"/> |
| 5.                                                              | Develop an electronic presentation outlining your findings, and present this to the PCBU.                                                                                                                                                                                                            | <input checked="" type="checkbox"/> |
| <b>Name of observer</b>                                         | Mary Anne Kruzycki                                                                                                                                                                                                                                                                                   |                                     |
| <b>Role of observer<br/>(Confirm their suitability to sign)</b> | <input type="checkbox"/> Trainer/Assessor<br><input checked="" type="checkbox"/> Other (specify): Supervisor                                                                                                                                                                                         |                                     |
| <b>Phone number of observer</b>                                 | 0478 847 038                                                                                                                                                                                                                                                                                         |                                     |
| <b>Email address of observer</b>                                | maryk@tlcc.net.au                                                                                                                                                                                                                                                                                    |                                     |
| <b>Signature of observer</b>                                    |                                                                                                                                                                                                                   |                                     |
| <b>Date</b>                                                     | Click here to enter a date. 5/7/19                                                                                                                                                                                                                                                                   |                                     |
| <b>Comments</b>                                                 | Sami has updated our subcontractor procedures and forms as part of this unit of training and has done an outstanding job of improving our system.                                                                                                                                                    |                                     |