

RECORD OF CONSULTATION

Send a copy to your DWG & your employer after your meeting.

DATE

HSR NAME

EMPLOYER REP NAME

TIME

DWG

EMPLOYER REP TITLE

WHO WAS PRESENT AT THE MEETING?

I RECEIVED ALL INFORMATION PRIOR TO THE MEETING (PLEASE TICK)

ISSUE

WHAT IS THE OHS ISSUE/CONSULTATION TOPIC BEING DISCUSSED?

S21(1) BREACH: FAILURE TO PROVIDE A SAFE WORKPLACE & WITHOUT RISK TO HEALTH

DETAILS

S35: FAILURE TO CONSULT

OTHER

WHAT ARE THE PROPOSED SOLUTION(S)?

HSR PROPOSED SOLUTION(S)

EMPLOYER PROPOSED SOLUTION(S)

SOLUTION AGREED

YES

NO

SOLUTION AGREED

YES

NO

WHAT ARE THE AGREED NEXT STEPS?

Pursuant to s60(2) of the Occupational Health and Safety Act 2004 (Vic) (the Act), a copy of this record was given to the Employer Representative named above as evidence of the consultation that was undertaken to attempt to resolve the health and safety issue.

I hereby advise the Employer Representative that if the issue is not remedied, I may choose to exercise my right to issue a Provisional Improvement Notice under s60(1) of the Act or take alternative action in accordance with the Act.

SIGNED BY THE HSR:

Slater Gordon
Lawyers

