HOT TIPS FROM EXPERIENCED HSRs

- Be patient
- Be persistent
- Information
- Use resources
- Stick together
- Don’t stress or give in
- Stand your ground
- Make yourself available and approachable
- Consult with Union for advice
- Knowing, using and understanding of the act

Consultation is not just talking.

Consultation is not just talking; it’s being involved before the decisions are made. Involving HSRs and workers in decisions before they are made seems to be difficult for many employers. However, health and safety laws are very clear; consultation with workers and their HSRs is required whenever there may be an effect on health and safety. For example, consultation is required in all of the following circumstances:

- Inclement temperature,
- Measuring noise levels,
- Setting lighting,
- Traffic management,
- Lifting aides,
- Ventilation,
- Guarding,
- Lockout procedures,
- Use of elevated work platforms/ladders,
- New chemicals/oils,
- New layout,
- Changed product line,
- New machinery or tools,
- Changing staff levels.

Management needs to:
- Share all relevant information with HSRs and workers,
- Give HSRs and workers time to express their views,
- Take into account their views,
- Report back on decisions taken.

Remember consultation is not:
- Being told what have already been decided,
- Being talked at,
- A Take 3 or Take 5 safety system,
- Tool box talks,
- Signing a paper to confirm you were told about something.
Consultation is not just talking; it’s being involved before decisions are made.

Consultation is essential to good H&S and it’s the law.